REGULAR COUNCIL MEETING TUESDAY SEPTEMBER 21, 2021 COUNCIL CHAMBERS 211 WEST ASPEN AVENUE 3:00 P.M.

ATTENTION

IN-PERSON AUDIENCES AT CITY COUNCIL MEETINGS HAVE RESUMED WITH LIMITED CAPACITY

The meetings will continue to be live streamed on the city's website (https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings)

PUBLIC COMMENT

WE ARE NO LONGER USING TELEPHONE COMMENTS

All verbal public comments will be given through a virtual public comment platform

If you want to provide a verbal comment during the Council Meeting, use the link below to join the virtual public comment room.

VIRTUAL PUBLIC COMMENT WAITING ROOM

Written comments may be submitted to publiccomment@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented into the record as such.

AGENDA AMENDED

1. CALL TO ORDER

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. ROLL CALL

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

MAYOR DEASY
VICE MAYOR DAGGETT
COUNCILMEMBER ASLAN
COUNCILMEMBER MCCARTHY

COUNCILMEMBER SALAS COUNCILMEMBER SHIMONI COUNCILMEMBER SWEET

3. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

4. **PUBLIC PARTICIPATION**

Public Participation enables the public to address the Council about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. If you wish to address the Council at tonight's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

5. PROCLAMATIONS AND RECOGNITIONS

- A. <u>Proclamation:</u> Adult Education and Family Literacy Week
- **B. Proclamation:** Flagstaff Symphony Orchestra 72nd Season

6. <u>CITY MANAGER REPORT</u>

A. City Manager Report

STAFF RECOMMENDED ACTION:

Information Only

- 7. COUNCIL LIAISON REPORTS AND INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF
- 8. <u>INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, FUTURE</u>
 <u>AGENDA ITEM REQUESTS</u>

9. <u>COVID-19 UPDATE</u>

A. COVID-19 Update

STAFF RECOMMENDED ACTION:

This presentation is for informational purposes only.

10. <u>LIQUOR LICENSE PUBLIC HEARINGS</u>

A. Consideration and Action on Liquor License Application: Bryan James Lubbehusen, "Square Root Foods," 2223 E. 7th Avenue, Series 10 (beer and wine store), New License.

STAFF RECOMMENDED ACTION:

Hold the public hearing.

The City Council has the option to:

- (1) Forward the application to the State with a recommendation for approval;
- (2) Forward the application to the State with a recommendation for denial based on information from staff, the testimony received at the public hearing and/or other factors.
- **B.** Consideration and Action on Liquor License Application: Ryan Witner Anderson, "Target," 1650 S. Milton Road, Series 09 (liquor store all spirituous liquor), New Application.

STAFF RECOMMENDED ACTION:

Hold the public hearing.

The City Council has the option to:

- (1) Forward the application to the State with a recommendation for approval;
- (2) Forward the application to the State with a recommendation for denial based on information from staff, the testimony received at the public hearing and/or other factors.

11. ROUTINE ITEMS

A. Recognition of Bus Art Winners and Ratification: Beautification and Public Art Commission recommendations for Bus Art Project on Climate Change and Hope

STAFF RECOMMENDED ACTION:

Ratify the contracts awarded by the Beautification and Public Arts Commission related to a bus art project on climate change and hope.

B. <u>Update and Review:</u> Working Calendar and Future Agenda Item Requests

12. REGULAR AGENDA

A. <u>Consideration and Adoption of Ordinance No. 2021-22:</u> An ordinance of the City Council of the City of Flagstaff clarifying the duties of the Beautification and Public Art Commission, and clarifying that the Procurement Code Manual procedures apply to expenditures for Arts and Sciences and Beautification funds; providing for repeal of conflicting ordinances, severability, and establishing an effective date.

STAFF RECOMMENDED ACTION:

At the September 21, 2021 Council Meeting:

- 1) Read Ordinance No. 2021-22 by title only for the first time
- 2) City Clerk reads Ordinance No. 2021-22 by title only (if approved above)

At the October 5, 2021 Council Meeting:

- 3) Read Ordinance No. 2021-22 by title only for the final time
- 4) City Clerk reads Ordinance No. 2021-22 by title only (if approved above)
- 5) Adopt Ordinance No. 2021-22
- B. Consideration and Adoption of Resolution No. 2021-43 and Ordinance No. 2021-21: A resolution of the Flagstaff City Council declaring as a public record that certain document filed with the City Clerk and entitled "Nuisance Noise Code Amendments;" and an ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 6, Police Regulations, Chapter 6-08, Noise Control, by adopting by reference that certain document entitled "Nuisance Noise Code Amendments;" providing for penalties, repeal of conflicting ordinances, severability, and establishing an effective date

STAFF RECOMMENDED ACTION:

At the September 21, 2021 Council Meeting:

- 1) Read Resolution No. 2021-43 by title only
- 2) City Clerk Reads Resolution No. 2021-43 by title only (if approved above)
- 3) Read Ordinance No. 2021-21 by title only for the first time
- 4) City Clerk reads Ordinance No. 2021-21 by title only (if approved above)

At the October 2, 2021 Council Meeting:

- 5) Adopt Resolution No. 2021-43
- 6) Read Ordinance No. 2021-21 by title only for the final time
- 7) City Clerk reads Ordinance No. 2021-21 by title only (if approved above)
- 8) Adopt Ordinance No. 2021-21

13. DISCUSSION ITEMS

A. Lone Tree Overpass Project Update

STAFF RECOMMENDED ACTION:

Present a design update to City Council for the Lone Tree Overpass Project and facilitate discussion.

B. Public Release of Draft Active Transportation Master Plan

STAFF RECOMMENDED ACTION:

Information and discussion only; no Council action required

C. Discussion of Letter Regarding 4FRI RFP Cancellation

STAFF RECOMMENDED ACTION:

Discussion and possible direction.

14. FUTURE AGENDA ITEM REQUESTS

After discussion and upon agreement by three members of the Council, an item will be moved to a regularly-scheduled Council meeting.

A. Future Agenda Item Request (F.A.I.R.) A Citizens' Petition seeking to "designate that Woody Way Traffic is a one-way street westbound only. Allowing for emergency vehicle access."

STAFF RECOMMENDED ACTION:

Council direction.

15. <u>INFORMATIONAL ITEMS AND REPORTS FROM COUNCIL AND STAFF, CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS</u>

16. <u>ADJOURNMENT</u>

CERTIFICATE OF POSTING OF NOTICE					
The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on, ata.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.					
Dated this day of, 2021.					
Stacy Saltzburg, MMC, City Clerk					

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Stacy Saltzburg, City Clerk

Date: 09/16/2021

Meeting Date: 09/21/2021



TITLE

City Manager Report

STAFF RECOMMENDED ACTION:

Information Only

EXECUTIVE SUMMARY:

These reports will be included in the City Council packet for regularly scheduled Council meetings, excluding Work Session meetings. The reports are intended to be informational, covering miscellaneous events and topics involving the City organization.

INFORMATION:

Attachments: City Manager Report

Water Services Monthly Report

City Manager's Report

September 17, 2021

Council and Colleagues, greetings. These reports will be included in the City Council packet for regularly scheduled Council meetings, excluding Work Session meetings. The reports are intended to be informational, covering miscellaneous events and topics involving the City organization. This report will include the following supplemental attachments:

Water Services Monthly Report

Work Anniversaries – September, 2021

Ten Years:

Amy Ulibarri, Recreation Leader I (9/25/2011)



Dustin Eberhardt, Police Officer (9/19/2011)



15 Years:

Juan Huerta, Equipment Operator (9/10/2006)



Richard Tsinnie, Multi-Skilled Worker, Water Services (9/10/2006)



Robert Cunning, Multi-Skilled Worker, Water Services (9/10/2006)



30 Years (ding, ding, ding):

Ringing the bell this month is Bret Petersen, Capital Improvements Engineer, who thirty years ago (9/4/1991) joined Team Flagstaff!

Mr. Peterson has served as GIS Aide, Engineering Aide I, Engineering Aide III, Project Manager I, Utilities Engineer & Project Manager II, Senior Project Manager, Assistant City Engineer, and Capital Improvements Engineer. All of these titles have been earned during his tenure with the City of Flagstaff.

Currently Bret is supervising the bulk of the Capital Projects Team and overseeing significant City projects such as the Lone Tree Overpass and Rio De Flag Flood Control Project. He is quite busy. And we are in good hands. Bret offers the following:

Arisons State Minorality

Arisons State Minorality

Arisons Association

Arisons Association

Arisons Association

Arisons State Minorality

Arisons State Minorality

Working for the City of Flagstaff has proven to exceed my expectations as a career choice after

graduating from college 30-years ago. Being a public servant and working for (and with) many talented staff over a long career has truly given me a great sense of pride in what we get to deliver for our community. I am one, among many, that continue to make Flagstaff better and I am honored to be a part of the team. We are the lucky ones, we get to serve!

There is much work yet to complete, and I hope to see a large turnout at the ribbon-cutting ceremony when we open the Lone Tree Overpass project in November 2026, again when we complete the final leg of the Rio de Flag Flood Control project, and in celebration of many other planned (and maybe some un-planned) public infrastructure improvements we have promised to deliver to our citizens.

It has been my sincere honor to serve in this capacity."

Congratulations, Mr. Petersen, on your amazing tenure with the City. It has been our sincere honor. We are fortunate to have you!

32 Years (ding, ding, ding):

Also ringing the bell this month is Deputy Chief Frank Higgins, who joined the City Police Department 32 years ago!

His work experience includes assignments working as a Patrol Lieutenant, Patrol Sergeant, Detective, solo motor officer, tactical driving instructor, UAS/drone pilot, and certified forensic computer examiner. He has also served with the Emergency Service Response Teams as a SWAT operator, sniper, and as a bomb technician on the regional bomb squad. During his career he has been awarded the City Managers Award for Employee Excellence, the Lifesaving Medal, Officer of the Year (outside organization), and numerous commendations. Prior to his law enforcement career, he served two enlistments in the United States Marine Corps.



With this multi-skilled background, Dep. Chief Higgins can sum it all up in his typical short, and always humorous, fashion:

"I am a bomb technician. If you see me running, try to keep up."

We take note that after this amazing tenure, Frank Higgins will be retiring from the City of Flagstaff this month.

Thank you for your service to our community, and to our Nation, Deputy Chief.

Your retirement is well deserved, and we are all so happy for you. You will indeed by missed!

Fire Department

Coconino County Sherriff's office responded to a hiker that had injured themselves off of Mount Elden Lookout Road. The hiker was halfway up the side of the mountain with approximately a 60% grade. Crews were able to access the patient through the difficult terrain and used a short haul helicopter rescue. The patient was safely extracted off of the side of the mountain and was transported to FMC where the person is expected to recover. (see picture)



- FFD held Firefighter interviews this week and will be working towards conditional offers next week.
- All crews in the GFR trained at the airport with the newest ARFF truck along with airport emergency operations plan. (see picture below)



Human Resources

- The online training portal, LEARN, has been rolled out to the organization. This will
 provide a significant number of training opportunities to employees online while also
 being a tool to create and disseminate City specific training.
- Human Resources and Management Services are working together to evaluation a new Human Resources Information System and Payroll platform that will be able to address the City's many needs.

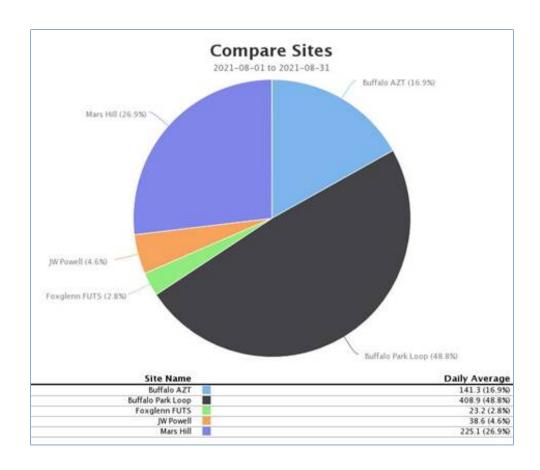
Police Department

- Officer Austin Rogers responded to the downtown area for a report of a subject who was struck by a train. Upon Officer Rogers arrival he noticed a group of people standing around the subject and applying pressure to a bleeding wound on his leg. Officer Rogers assessed the wound and applied his tourniquet. Medics arrived shortly after and took over medical care for the subject. Great work Officer Rogers!
- PIO Sgt. Brockman and Lt. Hernandez organized a coffee with a cop event.
- The Dispatch center has moved over to the new computer aided Dispatch Program.
- Valeria Chase | NAU/COF Program Manager Off-Campus Life & Neighborhood Liaison expressed appreciation for the Flagstaff Police Department's participation on the 4th annual Community Welcome walk! This year, over 40 volunteers met with 240 residents and visited over 370 homes. Neighbors were happy that we made personal connections with them, shared helpful information, and loved on their pets. I am excited to see how our efforts help make a difference in the neighborhoods. Many volunteers expressed how much they enjoyed connecting with their teams, welcoming back students, and getting out in the community after a long time. I appreciate your enthusiasm and cannot thank you enough for taking time out of your busy schedule to volunteer.

Parks, Recreation, Open Space & Events

- The Karen Cooper FUTS Trail experienced flood damage from the August 17th storm event and thank you to Javier Avila and Shawn Mullaney for working to make the trail passable this week, so it could be reopened. (see picture)
- Trail counters for the month of August along five (5) sections of the FUTS are listed below. Many daily users even with the heavy monsoonal season during August.





- Jay Lively staff met with the Arizona Coyotes Public Affairs team on Thursday, September 2nd to give a tour of the rink and discuss partnership opportunities moving forward.
- Cub Scout Pack 736 (boys and girls ages K-5th grade) committed to helping the Open Space program by planting native grass and flower seeds on the slopes along N Izabel St, on the east side of McMillan Mesa. (picture below)



 Open Spaces also hosted a Mushroom Walk, with the City's own Sara Dechter and her husband Mike leading the way on McMillan Mesa. It was a very popular event, with a long waiting list!



• The Hal Jensen Recreation Center had new computers installed in the computer lab. The City of Flagstaff IT team installed software that will prevent file downloads and blocks inappropriate websites for participants.

Public Works

- The DOC crew has been assisting with vegetation clean up this week, the focus has been downtown alleys and things are looking nice in that area.
- Hauling crews have begun the movement of the large Museum Flood debris pile that has been accumulated since the last monsoon storm. The stockpile is being loaded on E. Rt. 66 and is moved to the Cinder Lake Landfill for scaling and proper



disposal. This work will be scheduled as the crew is available and will take a couple of weeks to complete.

- The Streets Signal Technician is addressing a handful of streetlight outages. This week we
 replaced half a dozen based on the bulbs that have been found. The longer-term LED
 replacement project is still working through procurement and legal for RFP review. This
 longer-term solution is being led by engineering and we continue to advocate to a swift
 resolution and formal solicitation as soon as possible.
- The Fleet Management Committee met this week and reviewed the "Electrification" subcommittee's draft policy on navigating the City's transition to alternate fueled vehicles.

That is all for now, Council. Appended hereto is the monthly report from Water Services. Thank you. Onward and upward ...



WATER SERVICES DIVISION





WS Monthly Update August 2021

Recruitments

- Andy Bertelsen is moving over to Water Services as Director on September 6. He has
 a great track record with Public Works and getting things done. It was a hard decision,
 leaving his commitments with Public Works, but he has developed a good team to carry
 on. Thanks to Erin Young for serving in an interim capacity.
- Water Services has announced that Ed Schenk has been promoted to Stormwater Manager. This is well deserved, based on his proactive measures prior to this season's floods and his performance during the emergency events.
- While the Engineering Section Director position is under recruitment, Water Services has contracted **Paul Turner**, Turner Engineering to serve in this capacity. Paul is well-versed in city water projects and brings a lifetime of experience to the table.
- We still have openings for the Stormwater Floodplain Project Manager and Plan Reviewer, as well as other section openings, listed below.

Retirement

Greg Sidwell is retiring after 32 years, 8 months of service to the City of Flagstaff. Greg began his career on December 12, 1988 as a Maintenance Worker 1. He promoted to a Meter Service Technician on August 18, 1997 and worked in his current position as Utility Locator since October 16, 2000. He will retire on September 3, 2021. He will take a lot of institutional knowledge, and good memories, with him. We wish him well and thank him for his service!



Acknowledgements



Wildcat Hill Water

Reclamation Plant received a special award from Arizona Department of Environmental Quality (ADEQ) on August 16. The Bronze Level Voluntary Environmental Stewardship Program (VESP) award marked three years of no violations and going beyond compliance regulations to protect human and environmental health. Way to go, Wildcat Hill TEAM!

Director

 Mark Richardson, Operations Section Director, is working with Human Resources to develop a Step Plan as part of the City's new Compensation Plan. The Step Plan for

Water - Wastewater - Reclaimed Water - Stormwater

Administration Offices

2323 N. Walgreens St., Suite 1 Flagstaff, Arizona 86004 Water Services will be similar to Police and Fire and will replace the Multi-Skilled Worker Program. Multiple meetings have occurred, with good attendance, and a draft is under review. This will be a blend of tiers between the existing skill-based pay plan and the police and fire step plan structure.

- A re-entry plan for WSAB Water Services Admin Building is being formalized and will be shared soon.
- We are working on two presentations for the upcoming City Council retreat on infrastructure scheduled for September 30:
 - The Wastewater Story will address pressing needs at Wildcat Hill Water Reclamation Plant.
 - The Stormwater presentation will discuss City-wide infrastructure needs and funding options.
- Stormwater Section is funding a project above Paradise Road. This is a precedent setting mitigation effort to take place on national forest land. This looks to be a great collaboration between the Forest, County and City. Stay tuned!
- Next all-employee meeting will be on October 20, at 8 am.

<u>Safet</u>y

Travel protocols kept staff from travel to Tri-State and 3CMA conferences, due to high risk for covid. The local, Rural Water Association conferences were local and selectively attended. Online Water College Courses are available for training, to attain required certification hours.

Water Commission Meeting, August 19

- Erin Young presented on revisiting criteria defining a "large body of water", looking to reclassify amenity lakes and allow the use of reclaimed water.
- Ed Schenk presented an update on Stormwater flood mitigation efforts
- Lisa Deem provided an overview of the 2021 Report to the Water Commission

Section Updates (alphabetically)

Admin - Budget & Communications

- Administrative staff is tracking the emergency declaration for Museum Flood Eventstime and overtime. A lot of resources are still being dedicated to this effort.
- Communications released the August blog, focused on tank infrastructure -a new tank for Continental Well and refurbishment of Rio de Flag WRP Clarifiers.

Customer Service/ Meter Services

- As customer service begins their meter invoice process, they will miss Jim Davis' knowledge with capacity fees.
- Disconnects for non-payment began this month. Customer service staff will reach out by phone, email, then place door hangers, allowing 48 hours prior to disconnect. In August, 61 door hangar notices resulted in 29 in disconnects, with most turned back on that day. We have 75 accounts on payment plans with \$62,000 in past due charges. It's winding down to only 5 or so per week. Staff is directing customers to the Emergency Rental Assistance Program, federally- funded, which can pay the entire past due balance, plus 3the next three month's service bills, through AZ DES.
- Meter Services hired a new meter technician on August 6, and a new customer service rep – Welcome, Cameron!

• The load out station software contract is being finalized, moving over to the implementation group. Credit card payments can be made with the software; we're hoping for a smooth transition.

Engineering

- This month is all about transitions. With Jim Davis' retirement, Doug is focused on filling in for plan review. There are utility relocates for Lone Tree Overpass and Butler over Rte. 66/railroad tracks. Customer Service will invoice for the commercial water buy-ins.
- Paul Turner is coming on board as interim Engineering Section Manager. Staff is supporting the challenge of providing the institutional knowledge to find data and files to support engineering needs.
- We're tidying up a few items at McAllister well; mostly warranty items. A main breaker
 was replaced, due to overheating from loose connections and epoxy paint was reapplied in some areas.
- The next steps at Ft. Tuthill #2 well are testing and determining the configuration for the pumphouse. There is also some clean up work going on- culvert cleanup of escaped sands and debris from the drilling operations. In the meantime, we're capturing water depth data at Ft. Tuthill #1 well to determine trends and combine this with data from portable transducers for Ft. Tuthill 2 well.
- A Water and sewer impact analysis is being conducted for Northern Arizona Healthcare, developing a campus near Ft Tuthill. It's a large footprint and will have significant impact on water, sewer and stormwater. Doug and engineering ECI are coordinating efforts, and we are meeting with the consultant to ensure a good water-sewer impact analysis. All components need to be addressed-sewer to the plants, fire flows and peak demand.
- The meter and vault project at Citizens Cemetery is complete
- The next meter and vault replacement project will be at Cameo Mobile Home park, off Empire. We will replace the service meter and vault, 1964 AC pipe and leaky hardware.
- Design for the reclaimed water line upsizing is underway, from Ellen Street to Buffalo Park. The is a retro fit of an 8" line installed in the 90's meant to bring reclaimed water from Buffalo Park to Coconino High School. We'll replace with a 20" line that will serve pumping from Wildcat Hill WRP to Bushmaster Pump Station, up to the Buffalo Park tank. We are slated to speak with the Open Space Commission to discuss the project, as it crosses open space in two locations.

Operations

- The Stormwater truck has been working non-stop, and is down for repairs, after cleaning out a 44" line packed solid with mud and debris.
- Contractors are trying to locate a buried storm drain, under concrete rubble and debris. This drain handles Appalachia St. and ties into Spruce Wash.
- IMT operations are heading the drainage group, clearing drainages in all sections of the 5 identified areas. We have two private contractors clearing debris. The City of Tempe sent a service truck for one week; it was well equipped to do whatever was needed. By the end of the month, the channels were managing the rainfall well. It's keeping up the maintenance that counts.
- Security –We are working with City facilities staff to integrate access cards, where possible.
- Covid- There is a mask mandate in any city facility. Masks and disinfectant are available.
- Facility assessments underway, seeing what still needs to be done.
- Red Gap- getting invoices for work done by rancher, as will follow up on the work performed.

- Purchasing Lake Mary Water Treatment Plant from the US Forest service is still waiting on Forest Service action.
- There is currently one stormwater technician position open, and three in wastewater collections.

Regulatory Compliance

- Changes to the enforcement response plan will be presented to the Water Commission.
 Changes include adding a violation when a backflow tester does not upload testing data
 to our database within 5 days. We're having issues with results not being uploaded by
 testers and, as a result, issuing warning letters to unsuspecting customers that have
 paid testers to complete testing of their equipment. There enforcement changes allow us
 to focus on compliance with backflow testers, rather than unknowing end users.
- We received a waiver to not require testing at our North Reservoir Filtration Plant. The spring sources and a pipeline break did not allow enough flow to operate the plant this year. We will continue our sampling schedule in 2022.
- We're having discussions with private pond owners and ADEQ. Ponds located in the Continental Country Club and Pine Canyon Golf Course areas are currently designated as urban and/or amenity ponds, as defined by ADEQ. The ponds were removed from being a Water of the US and are currently listed as navigable water under the ADEQ designation of Water of AZ. These ponds were built and used as reclaim water storage ponds and were never part of a natural waterway. If the ponds are removed from the designation from a Water of AZ, they will be regulated as water ponds and no longer require a surface water discharge permit.
- Sampling of the Wildcat Hill monitoring well detected E Coli. E-Coli is typically a result of heavy rains and not an indicator of our plant discharge. It's a shallow well, which is easily contaminated by heavy rain and the resulting surface runoff. The depth of the water in the well is only 1-2 ft below ground surface. We've reported on exceedance to ADEQ and are chlorinating the well to be resampled.
- Julia Connors, our new Lab Technician starts work on Sept 7. We were not successful in our hiring attempt for a lab supervisor.
- An Air Quality Registration Renewal was submitted to ADEQ, which includes the new Co-gen for digester gas. The initial calculations indicate a permit will not be required and the facility can remain operating under the existing Registration.
- Pretreatment inspectors are going to the Rural Water Association conference next week.
- Our Pretreatment inspectors are working on getting restaurants signed up with SwiftComply. This program will help assure greave traps are being properly pumped and operating efficiently.
- The Pretreatment Supervisor is assisting in plan review, after the retirement of Jim Davis
- The annual Municipal Separate Storm Sewer system (MS4) report is due to ADEQ and will be completed by the end of September

SCADA Information Systems

- Rod is working on communications and SCADA upgrades at the Lake Mary raw water pumphouse and Lake Mary wellfield. Lorne is tuning in McAllister and planning out the Continental upgrades. McAllister communications are working for time being. There are network issues and we're working on solutions.
- SWI is wrapping up design of a radio tower for the Lake Mary wellfield, and then we'll be ready to go out for bid. We're moving to create a separate Master radio site for SCADA. The finalized site plan was delayed, due to flood events.

- We are starting work on the Rio servers upgrade plan, beginning with network cleanupconsolidating three cabinet into one, and replacing primary/secondary servers with new software.
- IT has new badge for security which don't work in our system. The security planning group will schedule city-wide security updates, working with IT for a system that will work at all facilities.
- SCADA is installing humidity and temp sensors for the HVAC system in Water Services Admin Building and East Side Shop.
- The Wildcat Hill gate controller is working, but still waiting on chip-sets. The septage cameras are back online, after a lightning strike fried lines back to main switches. We're looking at running fiber to that area.
- We still need to fill the SCADA electrician opening. We'll re-name the position, SCADA
 Analyst- Electrical. We may need to train someone into that position, as it is a very
 specific focus area of SCADA Electrical knowledge.
- We're keeping up with work order management for flood mitigation. The post-flood work orders now include individual crew hours for ease of reimbursement.
- The confined space data reporting has now been incorporated into the into field inspection and Pressure Relief Valve inspection forms.
- The Tv van is pulling data and calculating locations of services.
- Sophia Melfi, our new Water Services GIS Specialist, is working on improvements to the Stormwater GIS and collector app by utilizing the Pole camera and inspection stormwater manholes. She spent time with Greg Sidwell in the map room before his retirement.
- Temporary pressure sensors in the reclaimed system are collecting spikes in the system. This data will be used for modeling the reclaimed system. We've also added 3 pressure sensors on reclaimed system to help with reclaim modeling effort at the Rio de Flag, Wildcat Hill WRPs and east side locations.

Stormwater

 CONGRATS go out to Chris Palmer's family, with a new addition to their family, a baby girl!

The Coconino County Flood Control District (FCD) and the City of Flagstaff hosted a

one-and-a-half-day Engineering Summit to identify long-term flood mitigation for the Museum Flood Area. Representatives from the U.S. Forest Service, Army Corps of Engineers, Flagstaff Unified School District, Arizona Department of Water Resources, the Federal Emergency Management Agency (FEMA), Arizona Geological Survey, Arizona Department of Transportation, and ten civil



engineers from six private engineering consulting firms, as well as staff from both the County Flood Control District and City of Flagstaff participated. The engineers heard



about the history, challenges, and opportunities from FCD and City staff. They also discussed lessons learned from the Schultz Flood Area and held a workshop to facilitate brainstorming. Brainstorming was based in foundational principles of forest restoration, and an integrated approach of watershed restoration along with

- neighborhood conveyance, which has long-term benefits that increase through time as the watershed recovers.
- Spruce Ave Wash flood damage is estimated at 7.8 million (city side only). Staff has been taking FEMA around to view the damage. We're conducting a benefit-cost analysis for available funding sources to mitigate impact in a more permanent nature.
- The detention basin planned at Killip School site is estimated at \$4 million.
- City-County Joint Work Session on August 23 provided updates on the Museum flood events.
- 300 trees being removed from Fanning Wash, with the help of wildland fire crews.
- August rains created some big flood events on Rio de Flag, Cheshire, downtown, Fort Valley Trails, Museum Burn Scar and Southside neighborhoods experiencing 200 to 500-year events.
- Crews are working on Dortha Street and expanding the channel along Cedar and Paradise, working with USFS crews.
- In addition to flood mitigation, the floodplain Community Rating Service audit is coming up. This is a comprehensive annual reporting of development reviews, elevations, floodzone determinations and FEMA mapping. This allows the community cheaper flood insurance. As a Group 5 designation, residents get a 20% discount.
- Stormwater infrastructure needs will be a topic for the upcoming council retreat in September.
- Phoenix Ave. bridge is in the process of being removed and replaced. This has been on Stormwater's CIP project list for a few years. It's schedule to be completed this fall, but may be extended through winter, due to contractor delays.
- Conceptual designs for flood mitigation above Shadow Mountain neighborhood have been submitted to the property owner (Kinder Morgan).

Wastewater Collections

- The combo trucks have been working consistently on stormwater clean-up, clearing drains and ensuring all culverts remain open. One truck is down, waiting on parts.
- TV van is working with GIS to verify data for computer modeling and future mitigation in the area.
- Two 6" taps and one-4" tap were completed at night in Coconino Estates project.
- We also installed a flow meter by the Rio de Flag Water Reclamation Plant.
- We're conducting interviews for Wastewater technicians, with multiple openings.

Water Distribution

- Distribution staff is trying to get caught up, after helping out with the flood.
- We're also participating with interviews for Meter Read Supervisor
- We're experiencing a long lead time on meter boxes and lids, dealing with shortages.
- Three crews responded to a water main break on Country Club at Edgewood. There was also a water leak on Elm St.
- We replaced a hydrant on Rte. 66 and Park. This was coordinated with ADOT and Shaum Electric, holding a telephone pole in place. Work was completed ahead of schedule.
- The next meter vault project is a 6" fire service for Cameo Mobile Home park.

Water Production

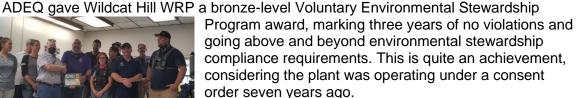
- Water consumption in mid-7 MGD
- Does the level in Upper Lake Mary rise with the monsoon rains? Not typically. Only four
 of the last 70 years has Upper Lake Mary risen significantly (10% or so) during monsoon
 season. Most years see only a single percent increase or less during monsoon season.
 The Lake level is currently at 29%, half of last year's level. Lower lake levels result in
 higher turbidity, currently about 100 NTU's. Surface water production has been
 accounting for about 15% of total production; right on track with targets set in the spring.
- We're experiencing issues caused by lightning.
 - The Railroad Springs booster station controller got fried.
 - The Lake Mary plant got a lightning strike, with an 8-hour power outage and flow measurements not recording properly from the plant's master flow meter.
 - Lightning also damaged automatic gates, causing a repeated shutdown at Foxglenn well. Staff have since downloaded a software update into the variable frequency drive, hopefully resulting in less shutdowns.
- There was a lot of runoff and erosion at WM wellfield, with Streets crews hauling cinders and water production staff grading the roads.
- There was more erosion from rains on Waterline road and in the Inner Basin. Staff have started clearing the road with heavy equipment. Due to minimal spring run-off and a

pipeline rupture in circa 1980's cast-iron pipe, there are no plans on running Inner Basin/North Reservoir Filtration Plant this year.

- Continental well updates: The new tank has been installed (photo at right), interior coating and exterior painting are finishing up. The contractor is working in the well house on sand separators and piping interface while coatings are completed.
- The Woody Mountain #9 well is having components replaced, after a starter burned out. The Woody Mountain #6 well had some relays replaced.
- Geophysics are wrapping up on the 27" raw water pipeline from Lake Mary, in preparation for USFS thinning operations. Western Technology and Turner Engineering are providing recommendations and two options to mitigate crossing the pipeline.
- We have approval to replace six valves at the Lake Mary plant. Supply delays will schedule installation in January.
- It's been a year since the bid for Lake Mary sedimentation basins, with bids coming in at \$1.5 million over budget.
- Sarah Langley and the grants team were applying for funding through the Arizona Environmental Infrastructure program established through Section 595 of the Water Resources Development Act of 2020 (WRDA 2020) for three water production projects -Sedimentation basin, raw water pipeline and Woody Mtn powerline burial, among other projects in Water Services. We're waiting to hear on appropriations.
- McAllister well is moving along, with communications showing in SCADA. Regulatory compliance is doing sampling.
- We are making plans for Ft Tuthill #2 well aquifer testing and development this October to see what the well will potentially produce. The completion of the well at the surface and innermost casing configuration will likely affect well house location and/or configuration.

Water Reclamation Plants

- Staff is putting together the wastewater presentation for the Council retreat. Final draft being formalized.
- With a skeleton crew and virus uptick, reclamation plants are moving to Covid schedule, 12-hour shifts, alternating work weeks to isolate from co-workers~ Wed-Sat, Sun-Tues.
- Rio Clarifier rehabilitation project complete, with the next set scheduled for spring.
- Anoxic mixer replacement (energy-efficiency project) is underway. The completion date is mid-2022, due to long lead time for equipment.
- The Carbon rehab project for both plants is waiting on a P.O. to proceed, as is the reclaim modeling study.
- We're still doing clean up after monsoon storm's high flow events.
- We had an inspection on Aug 5 by ADEQ for the Aguifer Protection Permit and passed with no issues.





Water Resources and Conservation

- We will be seeking bids from geophysical consultants for well-siting work this year.
- There will be an all-day workshop in late September to help complete the pipeline feasibility study for Red Gap Ranch.
- Conservation is conducting a data analysis for Parks Section, to determine if they are over or under watering. We're looking at a pilot project next summer
- The non-revenue water audit is still getting started.
- Our Water Resources tech is leaving for Rutgers University.
- We reinstated our free rain barrel workshops/handouts and gave away 20 barrels on the 8th, in partnership with the Co-Coop! Next workshop will be on September 12th.
- We've dealt with over 100 violations of the Water Conservation Ordinance, including the positive resolution of a maintenance issue at a local gym where they had been asking customers to turn on all the showers at once due to a faulty water heater!



- · We've been out in the field at homes and businesses, assessing fixtures and finding
 - leaks. Lots of positive feedback from the community on the work our staff do to empower people to understand their consumption and lower their bills.
- We sponsored the drinking water at Hullaballoo, see picture of the wonderful sign a local artist created for us on our chalk board!
- Project Wet on Sept 28
- Doubletree hotels to replace 100 toilets with efficiency fixtures.



CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Shannon Anderson, Deputy City Manager

Date: 09/20/2021

Meeting Date: 09/21/2021



TITLE

COVID-19 Update

STAFF RECOMMENDED ACTION:

This presentation is for informational purposes only.

EXECUTIVE SUMMARY:

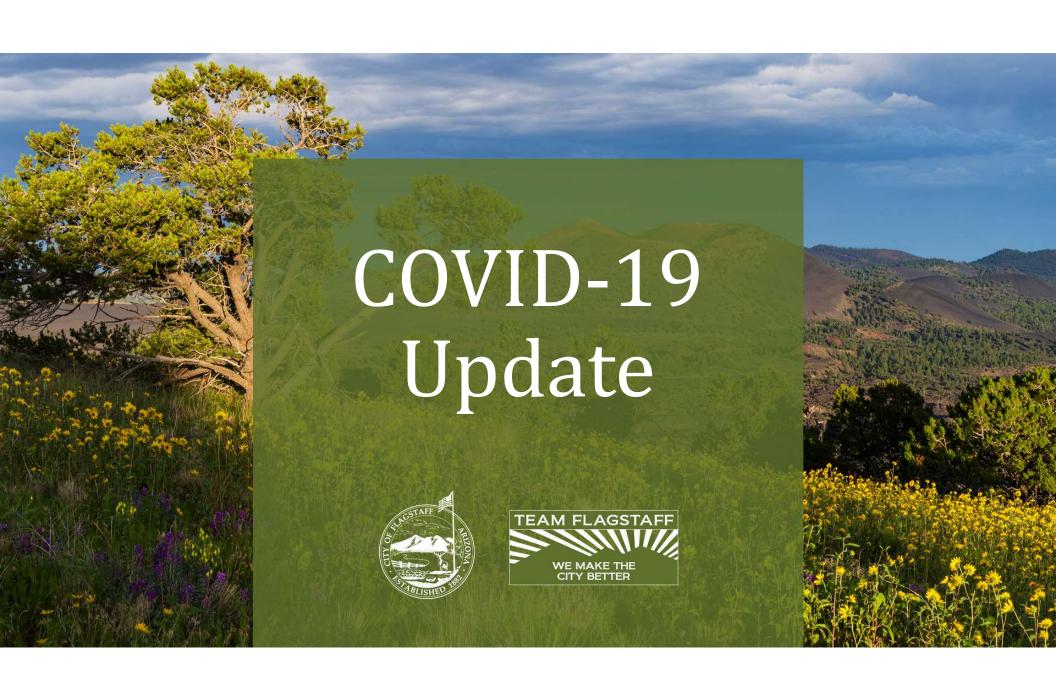
City staff will present the updated COVID-19 dashboard data and an update on Navajo and Hopi Tribal Nations situation with COVID-19.

INFORMATION:

The COVID-19 dashboard includes information on new cases, hospitalization, COVID-related deaths, community transmission level, vaccination status and variants.

The Navajo and Hopi Tribal Nations update will include information about the number of cases, any emergency orders, and related press releases.

Attachments: <u>Presentation</u>







- The Data
 - Coconino County Health and Human Services (CCHHS) dashboard
 - Northern Arizona Healthcare (NAH) hospital census
 - Navajo Nation
 - Hopi Tribe
- Indigenous Nations Update



CCHHS: COVID-19 Weekly Cases





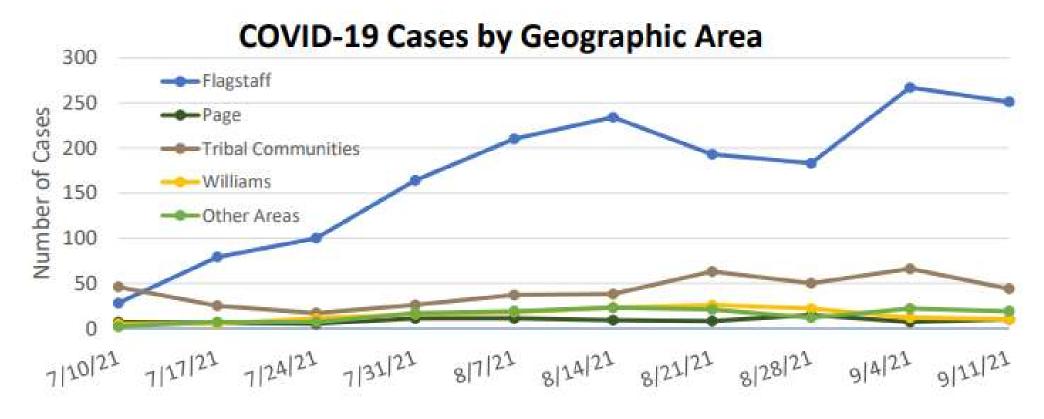






CCHHS: COVID-19 Weekly Cases





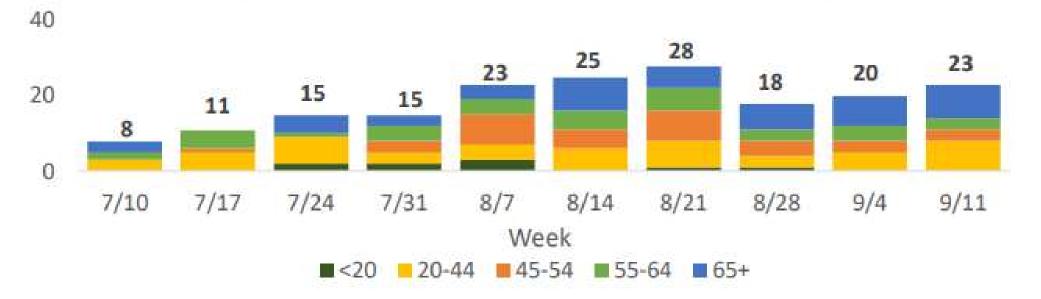


CCHHS: Hospital Admissions



Weekly Case Counts Among Coconino County Residents:

Hospitalized Coconino COVID-19 Patients by Age





CCHHS: Hospital Admissions



Hospitalizations

(not all hospitals are currently reporting hospitalization data to Coconino County):

	Banner Page Hospital	Flagstaff Medical Center	Tuba City Regional Healthcare
Adult ICU Bed Availability (N)	0	0	1
Adult ICU Bed Availability (%)	0%	0%	17%
Emergency Department Bed Availability (N)	7	0	30
Emergency Department Bed Availability (%)	78%	0%	100%
Med/Surg Bed Availability (N)	3	0	5
Med/Surg Bed Availability (%)	18%	0%	10%

^{*}Hospital bed availability is determined based on bed availability as well as standard staffing schedules. Additional beds may be available that are not currently staffed.



CCHHS: COVID-19 Related Deaths



Weekly COVID-19 Deaths Among Coconino County Residents:





CCHHS: Community Transmission



Community Transmission

- Coconino County has a current incidence rate of 236.1 per 100,000, percent positivity of 7.3%, and COVID-19-Like-Illness incidence (CLI) of 5.2%*.
- Coconino County is currently at a High ** level of community transmission.

Indicator	Low Transmission	Moderate Transmission	Substantial Transmission	High Transmission
Total new cases per 100,000 persons in the last 7 days	0-9	10-49	50-99	≥100
Percentage of PCR tests that are positive during the past 7 days	<5.0%	5.0% - 7.9%	8.0% - 9.9%	≥10.0%



CCHHS: Community Vaccination



Doses in Coconino

Total number of COVID-19 vaccine doses administered: 155,994

Total number of COVID-19 vaccine doses

ordered: 109,424

Percent of COVID-19 vaccine doses utilized: 142.6%

People in Coconino

Total number of people who have received at least one dose of COVID-19

85,527

Percent of people vaccinated: 58.1%

Number of people who are **fully** vaccinated against COVID-19: **73,788**





COVID-19 Variants:

Coconino County Total Variants of Concern**

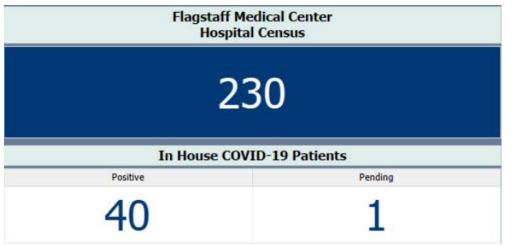


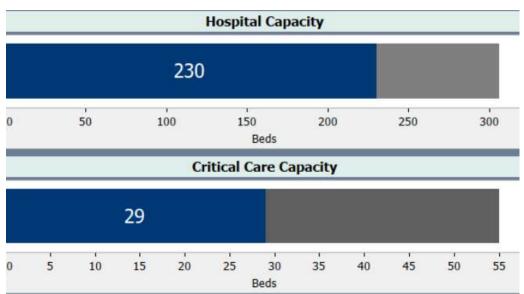
^{**}A variant for which there is evidence of an increase in transmissibility, more severe disease (e.g., increased hospitalizations or deaths), reduced effectiveness of treatments or vaccines, or diagnostic detection failures as defined by the CDC. Current data suggest that COVID-19 vaccines authorized for use in the United States offer protection against variants currently spreading in Coconino County.



NAH: Hospital Census







Data as of September 20, 2021



Indigenous Nations Data



Navajo Nation

.-92

NN Health	Difference in	Current Week	Previous Date	
Facilities Data	16 days	9/16/21	9/1/21	
Total Tested	+ 12,600	329,552	316,952	
Negative Cases	+ 10,578	270,891	260,313	
Confirmed	+ 744	33,394	32,650	
Positive Cases				
Recoveries	+ 703	31,622	30,919	
Deaths	+ 24	1,428	1,404	



Indigenous Nations Data



Hopi Tribe

Hopi Health Care Center Data	Difference in 15 days	9/15/21 KUYI Radio FB	9/1/21 KUYI Radio FB
Total Tested	+ 736	10,858	10,122
Negative Cases	+ 660	9,272	8,612
Positive Cases	+ 52	1,479	1,427
Hopi Tribal members (includes #s from Tuba Hospital)	+ 51	1,371	1,320



Indigenous Nations Update



- Navajo Nation
 - Public Health Emergency Orders remain the same
 - Health advisory notice for 35 communities
 - Extend power lines to homes in Dilkon and Tonalea, AZ



Indigenous Nations Update



- Hopi Tribe
 - Testing of samples confirm the Delta and Alpha variants
 - Continuing to encourage vaccines for everyone ages 12 or older
 - Recommending immunocompromised receive addition vaccine

Council Questions





CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Stacy Fobar, Deputy City Clerk

Date: 09/16/2021

Meeting Date: 09/21/2021



TITLE:

<u>Consideration and Action on Liquor License Application:</u> Bryan James Lubbehusen, "Square Root Foods," 2223 E. 7th Avenue, Series 10 (beer and wine store), New License.

STAFF RECOMMENDED ACTION:

Hold the public hearing.

The City Council has the option to:

- (1) Forward the application to the State with a recommendation for approval;
- (2) Forward the application to the State with a recommendation for denial based on information from staff, the testimony received at the public hearing and/or other factors.

Executive Summary:

The liquor license process begins at the State level and applications are then forwarded to the respective municipality for posting of the property and holding a public hearing, after which the Council recommendation is forwarded back to the State. A series 10 license allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises. This is a non-quota type of license.

Square Root Foods is an existing business in Flagstaff. If approved, it will be the 31st active series 10 license in Flagstaff. To view surrounding liquor licenses, please visit the <u>Active Liquor Licenses Map</u>.

The property has been posted as required, and the Police and Community Development divisions have reviewed the application and provided their respective reports.

Financial Impact:

There is no budgetary impact to the City of Flagstaff as this is a recommendation to the State.

Policy Impact:

Not applicable.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Liquor licenses are a regulatory action and there are no Community Priorities that directly apply.

Has There Been Previous Council Decision on This:

Not applicable.

Key Considerations:

Because the application is for a new license, consideration may be given to both the applicant's personal qualifications and the location. September 24, 2021.

Community Benefits and Considerations:

This business will contribute to the tax base of the community. We are not aware of any other relevant considerations.

Community Involvement:

The application was properly posted on August 31, 2021. No written protests have been received to date.

Attachments: Letter to Applicant

Hearing Procedures
Series 10 Description

PD Memo Zoning Memo

<u>Map</u>



City of Flagstaff

OFFICE OF THE CITY CLERK

9/1/2021

Bryan James Lubbehusen 2223 E. 7th Avenue Flagstaff, AZ 86004

Dear Mr. Lubbehusen:

Your application for a new Series 10 Liquor License for Square Root Foods located at 2223 E. 7th Avenue, Flagstaff, AZ was posted on August 31, 2021. The City Council will consider the application at a public hearing during their regularly scheduled City Council Meeting on **Tuesday, September 21, 2021 which is currently scheduled to begin at 3:00 p.m.**

It is important that you or your representative attend this Council Meeting via video conference (Microsoft Teams Meeting) or in person and be prepared to answer any questions that the City Council may have. The invitation to join the online meeting will be emailed to you prior to the hearing. Failure to be available for questions could result in a recommendation for denial of your application. We suggest that you contact your legal counsel or the Department of Liquor Licenses and Control at 602-542-5141 to determine the criteria for your license. To help you understand how the public hearing process will be conducted, we are enclosing a copy of the City's liquor license application hearing procedures.

The twenty-day posting period for your liquor license application is set to expire on September 20, 2021 and the application may be removed from the premises at that time.

There is an \$815 application fee which needs to be received prior to the hearing date. Payment can be made online at https://www.flagstaff.az.gov/2452/E--Services under Business Licensing Payment Online Services by clicking Liquor License Request Payment, in person at the payment window, or you can send a check to my attention at 211 W. Aspen Ave., Flagstaff, AZ 86001.

If you have any questions, please feel free to call me at 928-213-2077 (office) or 928-220-5995 (cell).

Sincerely,

Stacy M. Fobar

Stacy M. Fobar Deputy City Clerk

Enclosures



City of Flagstaff

Liquor License Application Hearing Procedures

- 1. When the matter is reached at the Council meeting, the presiding officer will open the public hearing on the item.
- 2. The presiding officer will request that the Applicant come forward to address the Council regarding the application in a presentation not exceeding ten (10) minutes. Council may question the Applicant regarding the testimony or other evidence provided by the Applicant.
- 3. The presiding officer will then ask whether City staff have information to present to the Council regarding the application. Staff should come forward at this point and present information to the Council in a presentation not exceeding ten (10) minutes. Council may question City staff regarding the testimony or other evidence provided by City staff.
- 4. Other parties, if any, may then testify, limited to three (3) minutes per person. Council may question these parties regarding the testimony they present to the Council.
- 5. The Applicant may make a concise closing statement to the Council, limited to five (5) minutes. During this statement, Council may ask additional questions of the Applicant.
- 6. City staff may make a concise closing statement to the Council, limited to five (5) minutes. During this statement, Council may ask additional questions of City Staff.
- 7. The presiding officer will then close the public hearing.
- 8. The Council will then, by motion, vote to forward the application to the State with a recommendation of approval, disapproval, or shall vote to forward with no recommendation.

R19-1-702. Determining Whether to Grant a License for a Certain Location

- A. To determine whether public convenience requires and the best interest of the community will be substantially served by issuing or transferring a license at a particular unlicensed location, local governing authorities and the Board may consider the following criteria:
 - 1. Petitions and testimony from individuals who favor or oppose issuance of a license and who reside in, own, or lease property within one mile of the proposed premises;
 - 2. Number and types of licenses within one mile of the proposed premises;
 - 3. Evidence that all necessary licenses and permits for which the applicant is eligible at the time of application have been obtained from the state and all other governing bodies;
 - 4. Residential and commercial population of the community and its likelihood of increasing, decreasing, or remaining static;
 - 5. Residential and commercial population density within one mile of the proposed premises;
 - 6. Evidence concerning the nature of the proposed business, its potential market, and its likely customers;
 - 7. Effect on vehicular traffic within one mile of the proposed premises;
 - 8. Compatibility of the proposed business with other activity within one mile of the proposed premises;
 - 9. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises;
 - 10. History for the past five years of liquor violations and reported criminal activity at the proposed premises provided that the applicant received a detailed report of the violations and criminal activity at least 20 days before the hearing by the Board;
 - 11. Comparison of the hours of operation at the proposed premises to the hours of operation of existing businesses within one mile of the proposed premises; and
 - 12. Proximity of the proposed premises to licensed childcare facilities as defined by A.R.S. § 36-881.
- B. This Section is authorized by A.R.S. § 4-201(I).

License Types: Series 10 Beer and Wine Store License (Beer and wine only)

Non-transferable Off-sale retail privileges

Note: Terms in **BOLD CAPITALS** are defined in the <u>glossary</u>.

PURPOSE:

Allows a retail store to sell beer and wine (no other spirituous liquors), only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises.

ADDITIONAL RIGHTS AND RESPONSIBILITIES:

A retailer with off-sale privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. Payment must be made no later than the time of **DELIVERY**. The retailer must complete a Department approved "Record of Delivery" form for each spirituous liquor retail delivery.

On any original applications, new managers and/or the person responsible for the day-to-day operations must attend a basic and management training class.

A licensee acting as a **RETAIL AGENT**, authorized to purchase and accept delivery of spirituous liquor by other licensees, must receive a certificate of registration from the Department.

A **PREGNANCY WARNING SIGN** for pregnant women consuming spirituous liquor must be posted within twenty (20) feet of the cash register or behind the bar.



FLAGSTAFF POLICE DEPARTMENT

911 SAWMILL RD • FLAGSTAFF, ARIZONA 86001• (928) 779-3646 ADMIN FAX (928)213-3372 TDD 1-800-842-4681



MEMORANDUM

Memo #21-066

TO: Chief Dan Musselman

FROM: Sgt. Ryan Turley

DATE: September 1st, 2021

RE: LIQUOR LICENSE APPLICATION – SERIES 10- FOR "Square Root

Foods"

On September 1st, 2021, I initiated an investigation into an application for a series 10 (Beer and Wine Store) liquor license filed by Bryan Lubbehusen (Agent and Controlling Person), Brian Konefal (Controlling Person), and Jack Flaccus (Controlling Person). This is a new application, and the application number is 158153. It is for Square Root Foods which is located at 2223 E. 7th Ave.

I conducted a query through local systems and public access on all of the applicants and discovered one derogatory record for Brian Konefal who pled guilty to Reckless Driving in 2018. I conducted a search for any current or previous liquor licenses held by the applicant and found none. I did not find any current or historical liquor violations for the applicant or the business. This business is not located within 300 feet of a school or church.

The businesses hours are not established as of this writing. I spoke to Bryan Lubbehusen who advised that a representative would be present for the council meeting on September 21st.



Planning and Development Services Memorandum

To: Stacy Fobar, Deputy City Clerk

From: Reggie Eccleston, Code Compliance Manager

CC: Alaxandra Pucciarelli, Interim Planning Director

Date: August 23, 2021

Re: Application for Liquor License #158153

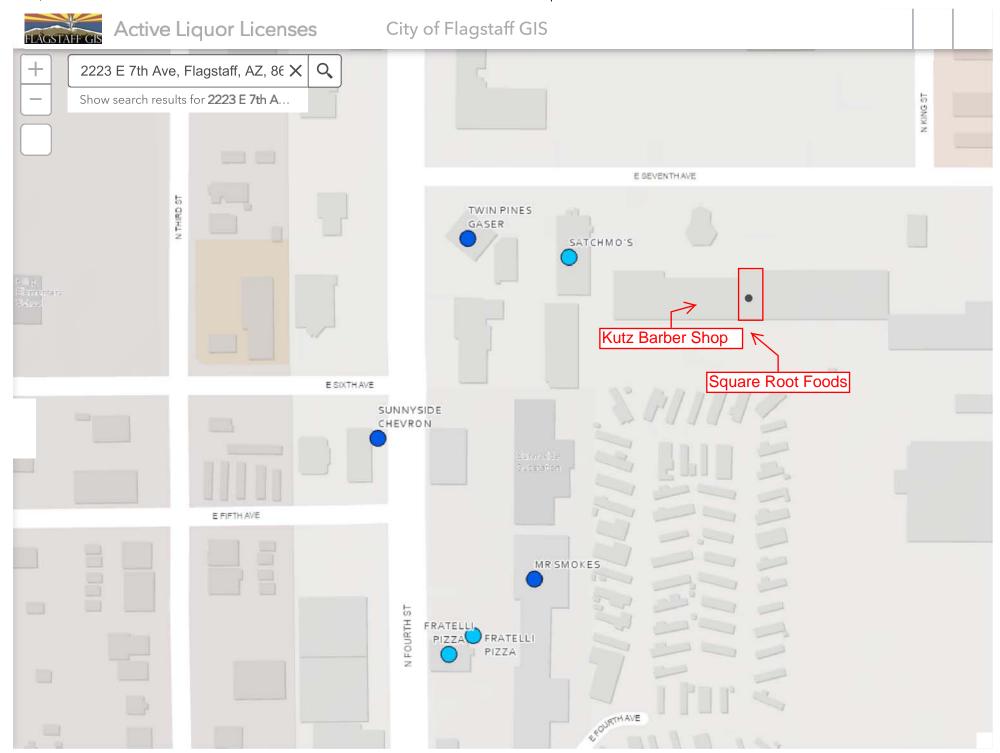
2223 E. Seventh Ave, Flagstaff, Arizona 86004

Assessor's Parcel Number 108-13-009B

Bryan James Lubbehusen on behalf of Square Root Foods

This application is a request for a new Series 10 Beer & Wine Store liquor license by Bryan James Lubbehusen on behalf of Square Root Foods. This business is located within Community Commercial district. This district does allow for this use.

There are no active Zoning Code violations associated with the applicant or the property at this time.



CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Stacy Fobar, Deputy City Clerk

Date: 09/16/2021

Meeting Date: 09/21/2021



TITLE:

<u>Consideration and Action on Liquor License Application:</u> Ryan Witner Anderson, "Target," 1650 S. Milton Road, Series 09 (liquor store - all spirituous liquor), New Application.

STAFF RECOMMENDED ACTION:

Hold the public hearing.

The City Council has the option to:

- (1) Forward the application to the State with a recommendation for approval:
- (2) Forward the application to the State with a recommendation for denial based on information from staff, the testimony received at the public hearing and/or other factors.

Executive Summary:

The liquor license process begins at the State level and applications are then forwarded to the respective municipality for posting of the property and holding a public hearing, after which the Council recommendation is forwarded back to the State. Series 09 licenses are a quota licenses and must be obtained through the person/location transfer of an existing license from another business or through the Arizona Liquor License Lottery.

Target is an existing business in Flagstaff with an active series 10 (Beer and Wine store) license. If approved, it will be the 37th active series 09 liquor license in Flagstaff and will be able to sell all spirituous liquor. To view surrounding liquor licenses, please visit the <u>Active Liquor Licenses Map</u>.

The property has been posted as required, and the Police and Community Development divisions have reviewed the application and provided their respective reports.

Financial Impact:

There is no budgetary impact to the City of Flagstaff as this is a recommendation to the State.

Policy Impact:

Not applicable.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Liquor licenses are a regulatory action and there are no Community Priorities that directly apply.

Has There Been Previous Council Decision on This:

Not applicable.

Key Considerations:

Because the application is for a new application, consideration may be given to the location and personal qualifications of the applicant.

The deadline for issuing a recommendation on this application is September 24, 2021.

Community Benefits and Considerations:

This business will contribute to the tax base of the community. We are not aware of any other relevant considerations.

Community Involvement:

The application was properly posted on August 31, 2021. No written protests have been received to date.

Attachments: Letter to Applicant

Hearing Procedures
Series 09 Description

PD Memo Zoning Memo

<u>Map</u>



City of Flagstaff

OFFICE OF THE CITY CLERK

9/1/2021

Ryan Witner Anderson PO Box 9471 STN CC-1028 Minneapolis, MN 55440

Dear Mr. Anderson:

Your application for a new Series 9 Liquor License for Target #0935 located at 1650 S. Milton Road, Flagstaff, AZ was posted on August 31, 2021. The City Council will consider the application at a public hearing during their regularly scheduled City Council Meeting on Tuesday, September 21, 2021 which is currently scheduled to begin at 3:00 p.m.

It is important that you or your representative attend this Council Meeting via video conference (Microsoft Teams Meeting) or in person and be prepared to answer any questions that the City Council may have. The invitation to join the online meeting will be emailed to you prior to the hearing. Failure to be available for questions could result in a recommendation for denial of your application. We suggest that you contact your legal counsel or the Department of Liquor Licenses and Control at 602-542-5141 to determine the criteria for your license. To help you understand how the public hearing process will be conducted, we are enclosing a copy of the City's liquor license application hearing procedures.

The twenty-day posting period for your liquor license application is set to expire on September 20, 2021 and the application may be removed from the premises at that time.

There is an \$815 application fee which needs to be received prior to the hearing date. Payment can be made online at https://www.flagstaff.az.gov/2452/E--Services under Business Licensing Payment Online Services by clicking Liquor License Request Payment, in person at the payment window, or you can send a check to my attention at 211 W. Aspen Ave., Flagstaff, AZ 86001.

If you have any questions, please feel free to call me at 928-213-2077 (office) or 928-220-5995 (cell).

Sincerely,

Stacy M. Fobar

Stacy M. Fobar Deputy City Clerk

Enclosures



City of Flagstaff

Liquor License Application Hearing Procedures

- 1. When the matter is reached at the Council meeting, the presiding officer will open the public hearing on the item.
- 2. The presiding officer will request that the Applicant come forward to address the Council regarding the application in a presentation not exceeding ten (10) minutes. Council may question the Applicant regarding the testimony or other evidence provided by the Applicant.
- 3. The presiding officer will then ask whether City staff have information to present to the Council regarding the application. Staff should come forward at this point and present information to the Council in a presentation not exceeding ten (10) minutes. Council may question City staff regarding the testimony or other evidence provided by City staff.
- 4. Other parties, if any, may then testify, limited to three (3) minutes per person. Council may question these parties regarding the testimony they present to the Council.
- 5. The Applicant may make a concise closing statement to the Council, limited to five (5) minutes. During this statement, Council may ask additional questions of the Applicant.
- 6. City staff may make a concise closing statement to the Council, limited to five (5) minutes. During this statement, Council may ask additional questions of City Staff.
- 7. The presiding officer will then close the public hearing.
- 8. The Council will then, by motion, vote to forward the application to the State with a recommendation of approval, disapproval, or shall vote to forward with no recommendation.

R19-1-702. Determining Whether to Grant a License for a Certain Location

- A. To determine whether public convenience requires and the best interest of the community will be substantially served by issuing or transferring a license at a particular unlicensed location, local governing authorities and the Board may consider the following criteria:
 - 1. Petitions and testimony from individuals who favor or oppose issuance of a license and who reside in, own, or lease property within one mile of the proposed premises;
 - 2. Number and types of licenses within one mile of the proposed premises;
 - 3. Evidence that all necessary licenses and permits for which the applicant is eligible at the time of application have been obtained from the state and all other governing bodies;
 - 4. Residential and commercial population of the community and its likelihood of increasing, decreasing, or remaining static;
 - 5. Residential and commercial population density within one mile of the proposed premises;
 - 6. Evidence concerning the nature of the proposed business, its potential market, and its likely customers;
 - 7. Effect on vehicular traffic within one mile of the proposed premises;
 - 8. Compatibility of the proposed business with other activity within one mile of the proposed premises;
 - 9. Effect or impact on the activities of businesses or the residential neighborhood that might be affected by granting a license at the proposed premises;
 - 10. History for the past five years of liquor violations and reported criminal activity at the proposed premises provided that the applicant received a detailed report of the violations and criminal activity at least 20 days before the hearing by the Board;
 - 11. Comparison of the hours of operation at the proposed premises to the hours of operation of existing businesses within one mile of the proposed premises; and
 - 12. Proximity of the proposed premises to licensed childcare facilities as defined by A.R.S. § 36-881.
- B. This Section is authorized by A.R.S. § 4-201(I).

License Types: Series 09 Liquor Store License (All spirituous liquors)

Transferable (From person to person and/or location to location within the same county only)

Off-sale retail privileges

Note: Terms in **BOLD CAPITALS** are defined in the glossary.

PURPOSE:

Allows a spirituous liquor store retailer to sell all spirituous liquors, only in the original unbroken package, to be taken away from the premises of the retailer and consumed off the premises.

ADDITIONAL RIGHTS AND RESPONSIBILITIES:

A retailer with off-sale privileges may deliver spirituous liquor off of the licensed premises in connection with a retail sale. Payment must be made no later than the time of **DELIVERY**. The retailer must complete a Department approved "Record of Delivery" form for each spirituous liquor retail delivery.

On any original applications, new managers and/or the person responsible for the day-today operations must attend a basic and management training class.

A licensee acting as a **RETAIL AGENT**, authorized to purchase and accept delivery of spirituous liquor by other licensees, must receive a certificate of registration from the Department.

A **PREGNANCY WARNING SIGN** for pregnant women consuming spirituous liquor must be posted within twenty (20) feet of the cash register or behind the bar.



FLAGSTAFF POLICE DEPARTMENT

911 SAWMILL RD • FLAGSTAFF, ARIZONA 86001• (928) 779-3646 ADMIN FAX (928)213-3372 TDD 1-800-842-4681



MEMORANDUM

Memo #21-067

TO: Chief Dan Musselman

FROM: Sgt. Ryan Turley

DATE: September 1st, 2021

RE: LIQUOR LICENSE APPLICATION – SERIES 9- FOR "Target"

On September 1st, 2021, I initiated an investigation into an application for a series 9 (Liquor Store) liquor license filed by Ryan Anderson (Agent), Aileen Guiney (Controlling Person), Nathan Messier (Controlling Person) and Anthony Heredia (Controlling Person). This is a new application, and the application number is 156701. It is for Target which is located at 1650 S. Milton Rd

I conducted a query through local systems and public access on all of the applicants and discovered no derogatory records for the applicants. I conducted a search for any current or previous liquor licenses held by the applicants and found that Ryan Anderson represents a law firm which assists with administration of liquor licenses and he has several under his name. I did not find any current or historical liquor violations for the applicant or the business. This business is not located within 300 feet of a school or church.

The businesses hours are 8am to 10pm Monday through Sunday. I spoke to the Office of Ryan Anderson who advised that a representative would be present for the council meeting on September 21st.



Planning and Development Services Memorandum

To: Stacy Fobar, Deputy City Clerk

From: Reggie Eccleston, Code Compliance Manager

CC: Alaxandra Pucciarelli, Interim Planning Director

Date: August 23, 2021

Re: Application for Liquor License #156701

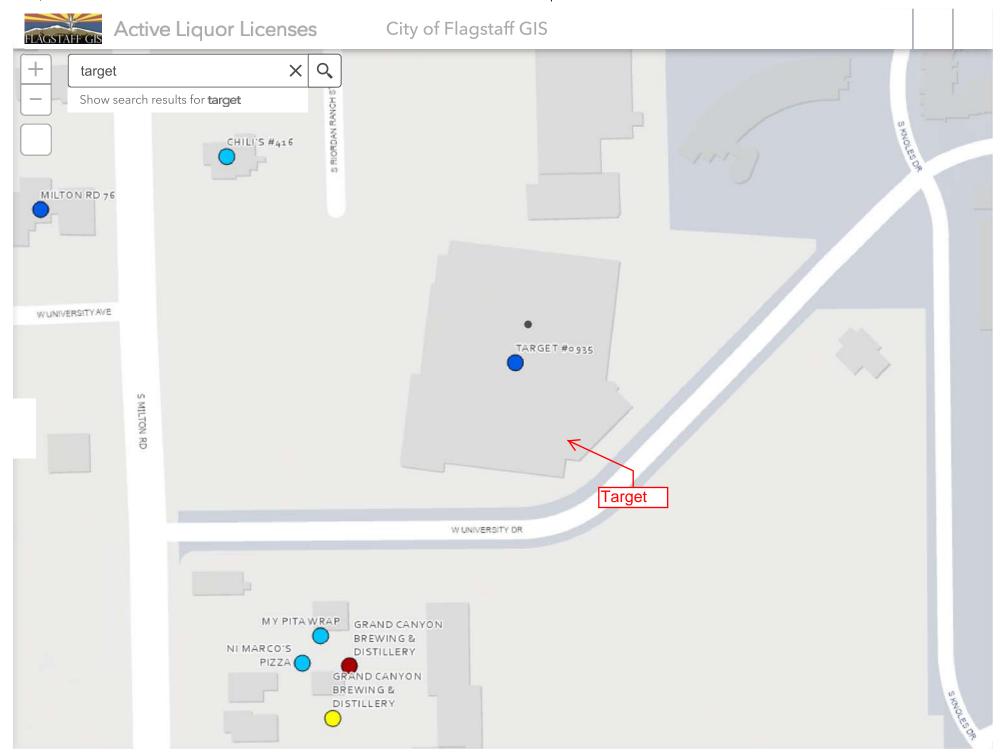
1650 S. Flagstaff, Arizona 86001

Assessor's Parcel Number 103-22-005A

Ryan Witner Anderson on behalf of Target #0935

This application is a request for a new Series 9 Liquor Store liquor license by Ryan Witner Anderson on behalf of Target #0935. This business is located within Highway Commercial district. This district does allow for this use.

There are no active Zoning Code violations associated with the applicant or the property at this time.



CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Eliza Kretzmann, Beautification, Arts &

Sciences Manager

Date: 09/16/2021

Meeting 09/21/2021

Date:



TITLE

Recognition of Bus Art Winners and Ratification: Beautification and Public Art Commission recommendations for Bus Art Project on Climate Change and Hope

STAFF RECOMMENDED ACTION:

Ratify the contracts awarded by the Beautification and Public Arts Commission related to a bus art project on climate change and hope.

EXECUTIVE SUMMARY:

This project is a collaboration between the Beautification and Public Art Commission and the Sustainability Commission. The theme is climate change and hope. Research suggests that despair and fear-based messaging surrounding climate change breeds inactivity and feelings of helplessness, whereas hope-based messaging promotes individual action. The project was led by a Beautification, Arts and Sciences AmeriCorps VISTA member. Five artists were selected, and vinyl art panels of their work are now displayed on the curbside ad space of Mountain Lion buses. Art will be displayed for about one year. Selected artists include two high school (or recent high school graduate) artists, as well as professional artists. Selected Artists: Luke Giles is a senior at Flagstaff High School. He states he has a technical mind, loves graphic design, and has a big soft side. He writes, "the things that matter most to me are finding love, loving a job that I will work for (for the rest of my life), and cherishing the things that I already have." Dana Kamberg is a local artist best known for her graphic illustration and portraiture work. Her work was featured in the Heartbox Gallery in downtown Flagstaff, the Refuse des Salon show in Sedona, and in Create! Magazine. Dana was also involved in the recent mural for Salsa Brava off of Route 66. Looking ahead, she intends to continue her work in community-based projects and further her personal exploration in utilizing portraiture as a means of representation and advocacy. Nate Nise is a photographer and graphic designer from Arizona who gets his inspiration from the natural landscapes of the Earth. His goal is to continue exploring landscapes around the world, showcasing one-of-a-kind locations, and emphasizing the importance of protecting them. Beau Arenas Ortiz is a recent high school graduate who works in the fields of graphic design and visual arts. He earned a Graphic Design certificate and an Adobe Photoshop certificate at Flagstaff High School. He is passionate about climate change issues and hopes to spark change with his designs. Kayley Quick is a Flagstaff-based artist that uses a variety of mediums to create work - both physical and digital. Kayley graduated with a degree in Art Education in 2009 from Northern Arizona University, and currently teaches graphic design at Flagstaff High School.

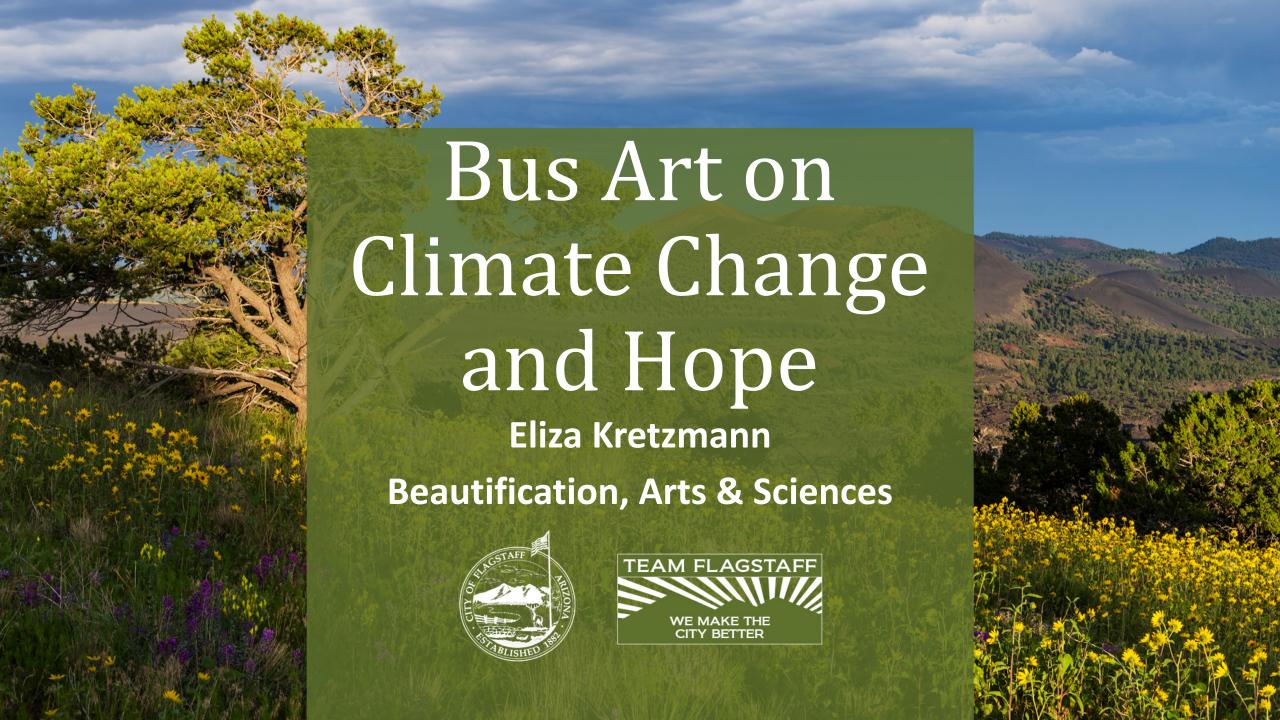
Per the Flagstaff City Code, BPAC makes recommendations to City Council concerning public art proposals. The City Manager has authority to enter into the bus art contracts based on the dollar

amount. Grant awards are \$750 each, and the grants are funded by the 2% local transportation tax on the hospitality industry (the BBB tax). Contracts are on file with the City Clerk's office.

INFORMATION:

Goal CC.5: Support and promote art, science, and education resources for all to experience.

Attachments: <u>Presentation</u>





Background



- Collaboration between the Beautification and Public Art Commission and the Sustainability Commission.
- AmeriCorps VISTA member led the project.
- Work from five artists were selected by community members and is not installed on Mountain Line Buses. Art will be displayed for

one year.

Recognition of Selected Artists







Luke Giles







Dana Kamberg







Nate Nise







Beau Arenas Ortiz





Earth is worth fighting for



Kayley Quick





CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Anja Wendel, Senior Assistant City Attorney

AW

Co-Submitter: Sterling Solomon

Date: 09/14/2021 **Meeting Date:** 09/21/2021



TITLE:

<u>Consideration and Adoption of Ordinance No. 2021-22:</u> An ordinance of the City Council of the City of Flagstaff clarifying the duties of the Beautification and Public Art Commission, and clarifying that the Procurement Code Manual procedures apply to expenditures for Arts and Sciences and Beautification funds; providing for repeal of conflicting ordinances, severability, and establishing an effective date.

STAFF RECOMMENDED ACTION:

At the September 21, 2021 Council Meeting:

- 1) Read Ordinance No. 2021-22 by title only for the first time
- 2) City Clerk reads Ordinance No. 2021-22 by title only (if approved above)

At the October 5, 2021 Council Meeting:

- 3) Read Ordinance No. 2021-22 by title only for the final time
- 4) City Clerk reads Ordinance No. 2021-22 by title only (if approved above)
- 5) Adopt Ordinance No. 2021-22

Executive Summary:

The Flagstaff City Code requires the Beautification and Public Arts Commission (Commission) to make recommendations to the City Council on public art proposals. Under the Procurement Code Manual and City Code, authority is delegated to the City Manager to enter into contracts of less than \$50,000. The proposed ordinance will clarify that the Commission is not required to make recommendations regarding public art proposals that will result in contracts of less than \$50,000; however, the City Council, City Manager or his designee may request that the Commission make recommendations as to any expenditure of Arts and Sciences or Beautification Funds. The proposed ordinance will help ensure small dollar art projects can be processed efficiently, while also giving the City Council greater flexibility to ask the Commission for their recommendations, including small art projects and also beautification (such as landscaping) projects. The proposed ordinance is consistent with current practices.

Financial Impact:

None.

Policy Impact:

Clarify duties of the Commission and bring City Code into conformity with City practices.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Priority Based Budget Key Community Priorities and Objectives

High Performing Government:

Encourage public trust through transparency, accessibility and use of the City's public participation policy (SP)1.1/ 1.3/ 3.5/ 4.2

Enhance the organization's fiscal stability and increase efficiency and effectiveness (SP)3.1/ (RP)CD.1 Inclusive and Engaged Community:

Enhance community outreach and engagement opportunities (SP)3.5/ (RP)LU.1-2/ LU.6-7/ LU.9-12/ LU.18/ PF.1-2/ T.1-2/ T.4-7/ CD.1/ NH.1/ NH.3-5/ ED.2

Regional Plan

N/A

Has There Been Previous Council Decision on This:

The City Council has from time to time amended the responsibilities of the Commission.

Options and Alternatives:

- 1. Approve ordinance;
- 2. Do not approve ordinance.

Background/History:

The Beautification and Public Arts Commission plays an active, vital role in providing quality projects in the City. They provide recommendations regarding Public Art and this change will further clarify that process.

Key Considerations:

The purpose of this ordinance is to clarify Commission responsibilities in relation to City contracting procedures.

Community Benefits and Considerations:

The proposed ordinance clarifies that the City Council and City Manager or his designee may engage the Commission and community in making recommendations not only as to larger projects, but also smaller projects, including beautification projects, when appropriate.

Community Involvement:

Inform.

Attachments: Current City Code

Ord. 2021-22

CHAPTER 2-14 BEAUTIFICATION AND PUBLIC ART COMMISSION

SECTIONS:

<u>2-14-001-0001</u>	CREATION OF COMMISSION:
2-14-001-0002	COMPOSITION AND TERM OF OFFICE:
0.44.004.0000	COMPENSATION OF COMMISSION ME

<u>2-14-001-0003</u> COMPENSATION OF COMMISSION MEMBERS:

2-14-001-0004 ORGANIZATION:

<u>2-14-001-0005</u> MEETINGS:

2-14-001-0006 DUTIES:

2-14-001-0001 CREATION OF COMMISSION: SHARE



There is hereby established a City Beautification and Public Art Commission. There shall be seven (7) voting members of said Commission who shall meet as hereinafter provided to consider and recommend programs for the expenditure of the beautification and arts and sciences portions of the Bed, Board and Booze Tax allocated under Chapter 3-06, Hospitality Industry Tax Revenues.

"Arts and sciences" means support for Flagstaff arts, scientific and cultural activities, events and organizations to provide direct and indirect citizen participation and enhancement of the overall quality of life and community image including support of public art. (Same meaning as set forth in Section 3-06-001-0001.)

"Beautification" means any modification of the urban physical environment to increase pleasure to the senses or pleasurably exalt the mind or spirit or strengthen the urban design framework of the City (same meaning as set forth in Section 3-06-001-0001). (Ord. 1580, Enacted, 08/02/1988; Ord. 2006-15, Amended, 05/16/2006; Ord. 2007-07, Amended, 02/06/2007; Ord. 2014-28, Amended, 11/18/2014; Ord. 2015-22, Amended, 01/05/2016)

2-14-001-0002 COMPOSITION AND TERM OF OFFICE: SHARE WAR

The composition of the membership shall consist of seven (7) members appointed by the City Council.

Each member shall serve three (3) year terms, on a staggered basis. A member's term in office shall commence with the first regular Commission meeting following the appointment and terminate with the regular Commission meeting at which the successor takes office. No voting member of the Commission may be appointed to more than two (2) full consecutive terms. (Ord. 1580, Enacted, 08/02/1988; Ord. 1674, Amended,

09/18/1990; Ord. 2006-15, Amended, 05/16/2006; Ord. 2007-04, Amended, 02/06/2007; Ord. 2014-28, Amended, 11/18/2014; Ord. 2015-22, Amended, 01/05/2016)

2-14-001-0003 COMPENSATION OF COMMISSION MEMBERS: SHARE MARKET MEMBERS: SHARE MEM

Members of the Commission shall serve without compensation. (Ord. 1580, Enacted, 08/02/1988)

2-14-001-0004 ORGANIZATION: SHARE

The Commission shall elect a Chairperson from among its members. The term of the Chairperson shall be one year with eligibility for reelection. Commission members may not serve more than two (2) consecutive terms as Chairperson. The Council representative shall not be eligible for the Chair. (Ord. No. 1580, Enacted, 08/02/1988)

2-14-001-0005 MEETINGS: SHARE

- A. The Commission shall hold at least one (1) regular meeting per month, which shall at all times be open to the public; the time and place of said meeting shall be posted in accordance with the applicable Arizona State Statutes.
- B. A quorum consisting of a minimum of four (4) voting members of the Commission shall be required to conduct business. (Ord. 1580, Enacted, 08/02/88; Ord. 2006-15, Amended, 05/16/2006; Ord. 2016-30, Amended, 07/05/2016)

2-14-001-0006 DUTIES: SHARE X

The duties of the Commission shall be to:

- A. The Commission shall be responsible for preparing a Five (5) Year Plan. The Five (5) Year Plan shall be used as a guideline for future programs. Said Plan shall be presented to the Council prior to April 1st of each year.
- B. Develop and present to City Council an Annual Plan outlining the Commission's program recommendations for the upcoming fiscal year. Said plan shall be presented to the Council prior to April 1st of each year.
- C. Make recommendations to the City Council concerning the annual budgetary allocation of the beautification and public art portions of the Bed, Board and Booze Tax and other monies as deemed appropriate by the City Council, to include, but not be limited to:

- 1. Purchase, installation or modification of landscaping and irrigation systems;
- 2. Purchase, removal or modification of billboards and nonconforming signs;
- 3. Beautification of buildings and facilities, streetscapes and gateways;
- 4. Purchase and installation of public art projects;
- 5. Purchase or lease of easements or property necessary for beautification projects.
- D. Make recommendations to the City Council for public art projects by:
 - 1. Reviewing and defining potential public art projects and writing project descriptions.
 - 2. Determining the artist selection method and writing the call to artists for public art projects.
 - 3. Evaluating public art proposals for recommendation to the City Council.
 - 4. Facilitating display of local art in public facilities.
- E. With respect to the arts and science portion of the Bed, Board and Booze Tax allocated under Chapter 3-06, Hospitality Industry Tax Revenues, the Commission shall make recommendations to the Council concerning the annual budgetary allocation of the arts and science portion of this tax, to include but not be limited to:
 - 1. Developing and supporting the Flagstaff arts, scientific and cultural activities, events and organizations to provide direct and indirect citizen participation, and opportunities for enhancement of the overall quality of life and community image.
 - 2. Developing, acquiring and distributing material to promote arts and science.
 - 3. Developing financial assistance programs to stimulate artistic and scientific activities in Flagstaff.
 - 4. Retaining of appropriate staff to implement approved programs.
- F. Perform those additional duties as determined by the City Council, related to the Beautification and Public Art Commission. (Ord. No. 1580, Enacted, 08/02/88; Ordinance No. 2006-15, Amended, 05/16/2006; Ord. 2015-22, Amended, 01/05/2016)

ORDINANCE NO. 2021-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, ARIZONA CLARIFYING THE DUTIES OF THE BEAUTIFICATION AND PUBLIC ART COMMISSION, AND CLARIFYING THAT THE PROCUREMENT CODE MANUAL PROCEDURES APPLY TO EXPENDITURES OF ARTS AND SCIENCES AND BEAUTIFICATION FUNDS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, the City of Flagstaff desires to clarify the duties of the Beautification and Public Art Commission, and to clarify that the Procurement Code Manual applies to expenditures of Arts and Sciences and Beautification funds;

ENACTMENTS:

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. In General.

The Flagstaff City Code, Title 2, *Boards and Commissions*, Chapter 2-14, *Beautification and Public Art Commission*, Section 2-14-001-0006 *Duties*, is hereby amended as follows (additions shown in capitalized, underlined text):

2-14-001-0006 DUTIES:

The duties of the Commission shall be to:

- A. The Commission shall be responsible for preparing a Five (5) Year Plan. The Five (5) Year Plan shall be used as a guideline for future programs. Said Plan shall be presented to the Council prior to April 1st of each year.
- B. Develop and present to City Council an Annual Plan outlining the Commission's program recommendations for the upcoming fiscal year. Said plan shall be presented to the Council prior to April 1st of each year.
- C. Make recommendations to the City Council concerning the annual budgetary allocation of the beautification and public art portions of the Bed, Board and Booze Tax and other monies as deemed appropriate by the City Council, to include, but not be limited to:
 - 1. Purchase, installation or modification of landscaping and irrigation systems;
 - 2. Purchase, removal or modification of billboards and nonconforming signs;
 - 3. Beautification of buildings and facilities, streetscapes and gateways;

- 4. Purchase and installation of public art projects;
- 5. Purchase or lease of easements or property necessary for beautification projects.
- D. Make recommendations to the City Council for public art projects by:
 - 1. Reviewing and defining potential public art projects and writing project descriptions.
 - 2. Determining the artist selection method and writing the call to artists for public art projects.
 - 3. Evaluating public art proposals for recommendation to the City Council.
 - 4. Facilitating display of local art in public facilities.

RECOMMENDATIONS TO CITY COUNCIL ARE REQUIRED FOR A PUBLIC ART PROPOSAL WHEN THE RESULTING CONTRACT WILL BE \$50,000 OR MORE.

- E. With respect to the arts and science portion of the Bed, Board and Booze Tax allocated under Chapter 3-06, Hospitality Industry Tax Revenues, the Commission shall make recommendations to the Council concerning the annual budgetary allocation of the arts and science portion of this tax, to include but not be limited to:
 - 1. Developing and supporting the Flagstaff arts, scientific and cultural activities, events and organizations to provide direct and indirect citizen participation, and opportunities for enhancement of the overall quality of life and community image.
 - 2. Developing, acquiring and distributing material to promote arts and science.
 - 3. Developing financial assistance programs to stimulate artistic and scientific activities in Flagstaff.
 - 4. Retaining of appropriate staff to implement approved programs.
- F. Perform those additional duties as determined by the City Council, related to the Beautification and Public Art Commission.
- G. CONTRACTS FOR ARTS AND SCIENCES AND BEAUTIFICATION ARE SUBJECT TO PROCUREMENT UNDER THE PROCUREMENT CODE MANUAL. IN ADDITION, THE CITY COUNCIL, CITY MANAGER OR HIS OR HER DESIGNEE(S) MAY REQUEST THE COMMISSION TO MAKE RECOMMENDATIONS REGARDING ANY ARTS AND SCIENCES OR BEAUTIFICATION PROPOSAL.

SECTION 2. Repeal of Conflicting Ordinances.

All ordinances and parts of ordinances in conflict with the provisions of this ordinance or any part of the code adopted herein by reference are hereby repealed.

SECTION 3. Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the fee schedule adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 4. Effective Date.

This ordinance shall become effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 5th day of October, 2021.

	MAYOR
ATTEST:	
	_
CITY CLERK	
APPROVED AS TO FORM:	
	_
CITY ATTORNEY	

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Frank Higgins, Deputy Police Chief

Co-Submitter: Marianne Sullivan

Date: 09/16/2021

Meeting Date: 09/21/2021



TITLE:

Consideration and Adoption of Resolution No. 2021-43 and Ordinance No. 2021-21: A resolution of the Flagstaff City Council declaring as a public record that certain document filed with the City Clerk and entitled "Nuisance Noise Code Amendments;" and an ordinance of the City Council of the City of Flagstaff, amending the Flagstaff City Code, Title 6, Police Regulations, Chapter 6-08, Noise Control, by adopting by reference that certain document entitled "Nuisance Noise Code Amendments;" providing for penalties, repeal of conflicting ordinances, severability, and establishing an effective date

STAFF RECOMMENDED ACTION:

At the September 21, 2021 Council Meeting:

- 1) Read Resolution No. 2021-43 by title only
- 2) City Clerk Reads Resolution No. 2021-43 by title only (if approved above)
- 3) Read Ordinance No. 2021-21 by title only for the first time
- 4) City Clerk reads Ordinance No. 2021-21 by title only (if approved above)

At the October 2, 2021 Council Meeting:

- 5) Adopt Resolution No. 2021-43
- 6) Read Ordinance No. 2021-21 by title only for the final time
- 7) City Clerk reads Ordinance No. 2021-21 by title only (if approved above)
- 8) Adopt Ordinance No. 2021-21

Executive Summary:

In October of 2019, a Flagstaff resident emailed the Mayor and Council to express his concerns about unnecessary noise pollution. The resident specifically pointed out a concern about vehicles equipped with "intentionally loud automobile mufflers" and went on to say "I can't count the number of times that I have been assaulted by blasts of noise from cars spewing their deep and threatening engine vibrato. Their abuse can be heard, even felt, from blocks away".

This email was followed up by a petition to the Flagstaff City Council containing 29 signatures titled "Intentional Noise Pollution". This petition requested the city council consider the effects of noise pollution on the quality of life in Flagstaff. It asks the council to address the unnecessary noise created when drivers intentionally modify a vehicle for the sole purpose of increasing their noise footprint.

These concerns were presented to council during the June 1, 2021, regular council meeting. After the presentation the council voted to have an ordinance drafted to address nuisance noise.

Since that time citizens have additionally expressed concerns both to the Flagstaff Police Department

and the Flagstaff City Council about loud noise emanating from businesses and causing disturbances in residential neighborhoods. This proposed ordinance not only addresses vehicle noise, it also addresses nuisance noise in residential, business, and commercial zones. It will be a valuable tool in addressing nuisance noise complaints and provide for an objective means to measure the noise to determine if there is a violation.

Since that time, staff from the Police Department, as well as the City Attorney's Office, have looked at several nuisance noise ordinances from municipalities in Arizona. Most municipalities have ordinances restricting nuisance noise in certain zoning districts to a specific decibel level during specific daytime and nighttime hours. There are similar restrictions for vehicle noise, dependent on weight and speed of the offending vehicle. These ordinances were used as a basic template to create the attached draft ordinance.

Financial Impact:

If the council approves the amendments to City Code 6-08-01-02, there will be a need to purchase the proper sound level meters necessary for enforcement. In addition, enforcement personnel will need to attend the necessary training to become certified in the meter's use. Certification, and continued recertification, in the use of a class 1 decibel meter would be necessary for the police officer, or code enforcement officer, to testify in court.

The City would have to purchase one or more Class 1 sound level meters. Class 1 sound level meters cost several hundred dollars each. Each sound level meter would need to be calibrated on a regular basis according to the manufacturer's specifications. This will create an additional ongoing cost.

Each person operating the sound level meter for enforcement would need to receive initial training/certification, and continued recertification, prior to its use. Currently, a five-day Community Noise Enforcement Certification Course is offered by Rutgers at the Rutgers Noise Technical Assistance Center (RNTAC). This training is offered in a Webex (online) format. The cost for attending the certification training is \$625. The recertification class, which is required every 24 months, is \$325.

Additional information can be found at: https://envsci.rutgers.edu/rntac/schedule.html.

Currently, there is no money budgeted for purchase of the class 1 decibel meter(s) or the required training. A budget request will need to be made to cover the cost of equipment and training for enforcement of this ordinance.

Policy Impact:

This ordinance will replace the existing nuisance noise ordinance.

Connection to PBB Key Community Priorities/Objectives & Regional Plan:

Priority Based Budget Key Community Priorities and Objectives

Provide public safety with the resources, staff, and training to respond to community needs Foster a safe, secure, and healthy community

Regional Plan

Goal E&C.8. Maintain areas of natural guiet and reduce noise pollution.

Goal NH.1. Foster and maintain healthy and diverse urban, suburban, and rural neighborhoods in the Flagstaff region.

Has There Been Previous Council Decision on This:

This matter was initially presented to the council on June 1, 2021.

Attachments: Res. 2021-43

Nuisance Noise Code Amendments

Ord. 2021-21

RESOLUTION NO. 2021-43

A RESOLUTION OF THE FLAGSTAFF CITY COUNCIL DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND ENTITLED "NUISANCE NOISE CODE AMENDMENTS"

RECITALS:

WHEREAS, pursuant to A.R.S. § 9-802 a municipality may enact or amend provisions of the City Code by reference to a public record, provided that the adopting ordinance is published in full;

WHEREAS, the Mayor and City Council of the City of Flagstaff ("City") wish to declare the "Nuisance Noise Code Amendments" to be a public record to be maintained by the City Clerk for the convenience of its citizens and to permit its adoption by reference into the City Code; and

WHEREAS, the City Council finds that one(1) paper copy and one(1) electronic copy of the "nuisance Code Amendments" have been placed on file with the City Clerk as a public record available for inspection by the public until such time as the City Council shall adopt a later edition of the Nuisance Noise Ordinance.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. In General.

That certain document known as "City Code Amendments – Nuisance Noise" attached hereto as Exhibit A is hereby declared to be a public record, and one (1) paper copy and one (1) electronic copy shall remain on file with the City Clerk in compliance with A.R.S. § 44-7041.

SECTION 2. Effective Date.

This resolution shall be effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 5th day of October, 2021.

	MAYOR	
ATTEST:		
CITY CLERK		

D	EC	\sim 1	HT		NO	. 2021	1 12
Т	ES	\mathbf{OL}	U I	IUI	INU.	. ZUZ I	1-43

PAGE 2

APPROVED AS TO FORM:	

CITY ATTORNEY

Exhibits:

City Code Amendments - Nuisance Noise

The following words and phrases, when used in this chapter, shall have the following meanings:

"A" BAND LEVEL MEANS THE TOTAL SOUND LEVEL OF ALL NOISE AS MEASURED WITH A SOUND LEVEL METER USING A-WEIGHTING NETWORK. THE UNIT IS THE DB(A).

AMBIENT NOISE MEANS THE ALL-ENCOMPASSING NOISE ASSOCIATED WITH A GIVEN ENVIRONMENT, BEING USUALLY A COMPOSITE OF SOUNDS FROM MANY SOURCES, NEAR AND FAR. FOR THE PURPOSE OF THIS CHAPTER, AMBIENT NOISE LEVEL IS THE LEVEL OBTAINED WHEN THE NOISE LEVEL IS AVERAGED OVER A PERIOD OF FIFTEEN (15) MINUTES WITHOUT INCLUSION OF NOISE FROM ISOLATED IDENTIFIABLE SOURCES, AT THE LOCATION AND TIME OF DAY NEAR THAT AT WHICH A COMPARISON IS TO BE MADE. AVERAGING MAY BE DONE BY INSTRUMENTAL ANALYSIS IN ACCORDANCE WITH AMERICAN NATIONAL STANDARD S. 13-1971, OR MAY BE DONE MANUALLY AS FOLLOWS:

- (1) OBSERVE A SOUND LEVEL METER FOR FIVE (5) SECONDS AND RECORD THE BEST ESTIMATE OF CENTRAL TENDENCY OF THE INDICATOR NEEDLE, AND THE HIGHEST AND LOWEST INDICATIONS.
- (2) REPEAT THE OBSERVATIONS AS MANY TIMES AS NECESSARY TO ENSURE THAT OBSERVATIONS ARE MADE AT THE BEGINNING AND THE END OF THE FIFTEEN (15) MINUTE AVERAGING PERIOD AND THAT THERE ARE AT LEAST AS MANY ADDITIONAL OBSERVATIONS AS THERE ARE DECIBELS BETWEEN THE HIGHEST HIGH INDICATION AND THE LOWEST LOW INDICATION.
- (3) CALCULATE THE ARITHMETICAL AVERAGE OF THE OBSERVED CENTRAL TENDENCY INDICATIONS.

CLEARLY AUDIBLE: Can be plainly heard by any occupant of a residence.

CONSTRUCTION EQUIPMENT: Any device or mechanical instrument operated by fuel, electric, or pneumatic power employed in the excavation, alteration, repair, demolition or construction of any building, structure, land parcel, public right of way, waterway or appurtenance thereto.

DECIBEL MEANS A SOUND PRESSURE THAT IS TWENTY (20) TIMES THE LOGARITHM TO THE BASE 10 OF THE RATIO OF THE PRESSURE OF SOUND TO THE REFERENCE PRESSURE, 2×10^{-5} NEWTON/METER².

EMERGENCY WORK MEANS WORK MADE NECESSARY TO RESTORE PROPERTY TO A SAFE CONDITION FOLLOWING A PUBLIC CALAMITY OR WORK REQUIRED TO PROTECT THE HEALTH, SAFETY OR WELFARE OF PERSONS OR PROPERTY OR WORK BY PRIVATE OR PUBLIC UTILITIES WHEN RESTORING UTILITY SERVICE.

FREQUENCY OR "FREQUENCY" OF A FUNCTION PERIODIC IN TIME SHALL MEAN THE RECIPROCAL OF THE PRIMITIVE PERIOD. THE UNIT IS THE HERTZ AND SHALL BE SPECIFIED.

IMPULSE NOISE MEANS A NOISE OF SHORT DURATION, USUALLY LESS THAN ONE (1) SECOND, WITH AN ABRUPT ONSET AND RAPID DECAY.

MICROBAR MEANS A UNIT OF PRESSURE COMMONLY USED IN ACOUSTICS AND IS EQUAL TO ONE (1) DYNE PER SQUARE CENTIMETER.

MOTOR VEHICLES MEANS ANY SELF-PROPELLED VEHICLE OPERATED WITHIN THE CITY, INCLUDING BUT NOT LIMITED TO LICENSED OR UNLICENSED VEHICLES, AUTOMOBILES, MINIBIKES, GO-CARTS AND MOTORCYCLES.

NOISE: Any sound, whether naturally or artificially produced.

PERIOD OR "PERIOD" OF A PERIODIC QUANTITY SHALL MEAN THE SMALLEST INCREMENT OF TIME FOR WHICH THE FUNCTION REPEATS ITSELF.

PERIODIC QUANTITY MEANS OSCILLATING QUANTITY, THE VALUES OF WHICH RECURFOR EQUAL INCREMENTS OF TIME.

PERSON: Any individual, firm, partnership, joint venture, association, corporation, municipal corporation, estate, trust or any other group or combination acting as a unit, and the plural as well as the singular number.

PUBLIC PREMISES: All real property, including appurtenances thereon, which is owned or control by any governmental entity, including all public right of ways, parks and waterways.

PUBLIC SAFETY WORK: Work immediately necessary to restore property to safe condition, or work required to protect persons or property from potential danger or damage, including snowplowing or work by a public or private utility when restoring utility service.

PURE TONE NOISE MEANS ANY NOISE WHICH IS DISTINCTLY AUDIBLE AS A SINGLE PITCH (FREQUENCY) OR SET OF PITCHES AS DETERMINED BY THE ENFORCEMENT OFFICER.

RESIDENCE: A building, or portion thereof, used for living quarters. Residence includes use for temporary living quarters, including but not limited to hotels and motels.

RESIDENTIAL UNIT: A single-family residence, or that portion of a multi-family residence, designed to provide living quarters for a single family.

SOUND AMPLIFICATION SYSTEM: Any device, instrument or system, whether electrical or mechanical or otherwise for amplifying sound or for producing or reproducing sound, including but not limited to any radio, stereo, musical instrument, compact disc, or sound or musical recorder or player.

SOUND LEVEL OR "SOUND LEVEL" (NOISE LEVEL), IN DECIBELS (DB) IS THE SOUND MEASURED WITH THE A - WEIGHTING AND SLOW RESPONSE BY A SOUND LEVEL METER.

SOUND LEVEL METER MEANS AN INSTRUMENT INCLUDING A MICROPHONE, AN AMPLIFIER, AN OUTPUT METER, AND FREQUENCY WEIGHTING NETWORKS FOR THE MEASUREMENT OF SOUND LEVELS WHICH SATISFIES THE PERTINENT REQUIREMENTS IN AMERICAN STANDARD SPECIFICATIONS FOR SOUND LEVEL METERS \$1.4-1971 OR THE MOST RECENT REVISION THEREOF.

6-08-01-02 NUISANCE NOISE RESIDENCES, BUSINESSES, VEHICLES

The following noise restrictions are hereby established for any area within the City:

- A. NUISANCE NOISE FROM RESIDENCES AND BUSINESSES:
 - 1. IT IS UNLAWFUL FOR ANY PERSON TO CREATE ANY NOISE WHICH WOULD CAUSE THE NOISE LEVEL MEASURED AT EITHER THE PROPERTY LINE OR WITHIN THE AREA OF THE PROPERTY AFFECTED BY THE NOISE EMISSION TO EXCEED THE FOLLOWING COMMUNITY NOISE STANDARDS:

2.

ZONE	TIME	NOISE STANDARD DB(A)
RESIDENTIAL	10:00 P.M.—7:00 A.M.	45
	7:00 A.M.—10:00 P.M.	55
COMMERCIAL	10:00 P.M.—7:00 A.M.	55
	7:00 A.M.—10:00 P.M.	65
INDUSTRIAL	10:00 P.M.—7:00 A.M.	60
	7:00 A.M.—10:00 P.M.	70

- A. IF THE MEASUREMENT LOCATION IS ON A BOUNDARY BETWEEN TWO (2) ZONING DISTRICTS, THE LOWER NOISE STANDARD SHALL APPLY.
- B. IF THE AMBIENT NOISE LEVEL IN ANY ZONING DISTRICT IS MEASURED AND FOUND AT ANY TIME TO BE IN EXCESS OF THE COMMUNITY NOISE STANDARDS DESCRIBED IN SUBSECTION (A) OF THIS SECTION, THEN THE ACTUAL AMBIENT NOISE LEVEL WILL BE THE COMMUNITY NOISE STANDARD.
- C. A NOISE LEVEL WHICH EXCEEDS THE COMMUNITY NOISE STANDARD BY FIVE (5) DB(A) OR MORE, WHEN MEASURED AT THE AFFECTED AREA, THE NEAREST PROPERTY LINE, OR, IN THE CASE OF MULTIPLE-FAMILY RESIDENTIAL BUILDINGS, WHEN MEASURED ANYWHERE IN ONE (1) DWELLING UNIT WITH RESPECT TO A NOISE EMANATING FROM ANOTHER DWELLING UNIT OR FROM COMMON SPACE IN THE SAME BUILDING, SHALL BE DEEMED A PRIMA FACIE VIOLATION OF THIS CHAPTER.
- 3. FOR THE PURPOSE OF ENFORCEMENT OF THE PROVISIONS OF THIS CHAPTER, NOISE LEVEL SHALL BE MEASURED ON THE A-WEIGHTED SCALE WITH A SOUND LEVEL METER SATISFYING AT LEAST THE APPLICABLE REQUIREMENT FOR TYPE 1 SOUND-LEVEL METERS AS DEFINED IN AMERICAN NATIONAL STANDARD S 1.4-1971 OR THE MOST RECENT REVISIONS THEREOF. THE METER SHALL BE SET FOR SLOW RESPONSE SPEED, EXCEPT THAT FOR IMPULSE NOISES OR RAPIDLY VARYING SOUND LEVELS, FAST RESPONSE SPEED MAY BE USED. PRIOR TO MEASUREMENT, THE METER SHALL BE VERIFIED, AND ADJUSTED TO ±0.3 DECIBEL BY MEANS OF AN ACOUSTICAL CALIBRATOR.
- B. NUISANCE NOISE FROM VEHICLES:

NO PERSON SHALL OPERATE EITHER A MOTOR VEHICLE OR COMBINATION OF VEHICLES AT ANY TIME OR UNDER ANY CONDITION OF GRADE, LOAD, ACCELERATION OR DECELERATION IN SUCH A MANNER AS TO EXCEED THE FOLLOWING NOISE LIMIT OF THE CATEGORY OF MOTOR VEHICLE BASED ON A DISTANCE OF FIFTY (50) FEET FROM THE CENTER OF THE LANE OR TRAVEL WITHIN THE SPEED LIMITS SPECIFIED IN THIS SECTION:

DESCRIPTION OF VEHICLE	SPEED LIMIT OF 35 MPH OR LESS	SPEED LIMIT OF MORE THAN 35 MPH
(1) ANY MOTOR VEHICLE WITH A MANUFACTURER'S GROSS VEHICLE WEIGHT RATING OF 6,000 POUNDS OR MORE, ANY COMBINATION OF VEHICLES TOWED BY SUCH MOTOR VEHICLE, AND ANY MOTOR-CYCLE OTHER THAN A MOTOR-DRIVEN CYCLE	88 DB(A)	92-DB(A)
(2) ANY OTHER MOTOR VEHICLE AND ANY COMBINATION OF VEHICLES TOWED BY SUCH MOTOR VEHICLES	82 DB(A)	86 DB(A)

- C. CIVIL PENALTIES. THE CIVIL FEES FOR A RESPONSIBLE PERSON(S) ARE AS FOLLOWS:
 - 1. FOR A FIRST NUISANCE NOISE VIOLATION THE FEE IS TWO HUNDRED FIFTY DOLLARS (\$250.00), INCLUSIVE OF ANY STATE OR CITY FINES, FEES, ASSESSMENTS OR SURCHARGES.
 - 2. FOR A SECOND NUISANCE NOISE VIOLATION WITHIN ONE HUNDRED TWENTY (120) DAYS OF THE FIRST NUISANCE NOISE VIOLATION THE FEE IS FIVE HUNDRED DOLLARS (\$500.00), INCLUSIVE OF ANY STATE OR CITY FINES, FEES, ASSESSMENTS OR SURCHARGES.
 - 3. FOR A THIRD OR SUBSEQUENT NUISANCE NOISE VIOLATION WITHIN ONE HUNDRED TWENTY (120) DAYS OF THE SECOND NUISANCE NOISE VIOLATION THE FEE IS ONE THOUSAND DOLLARS (\$1,000.00), INCLUSIVE OF ANY STATE OR CITY FINES, FEES, ASSESSMENTS OR SURCHARGES.
- D. EACH DAY THAT A VIOLATION OF THIS CHAPTER IS PERMITTED TO CONTINUE OR OCCUR BY THE DEFENDANT SHALL CONSTITUTE A SEPARATE OFFENSE SUBJECT TO SEPARATE CITATION PURSUANT TO THE PROVISIONS OF THIS CHAPTER.
- E. OTHER REMEDIES. NOTHING IN THIS SECTION SHALL BE CONSTRUED AS AFFECTING THE ABILITY OF THE STATE TO INITIATE OR CONTINUE CONCURRENT OR SUBSEQUENT CRIMINAL PROSECUTION OF ANY RESPONSIBLE PERSONS OR OWNER FOR ANY VIOLATIONS OF THE PROVISIONS OF THE CITY CODE OR STATE LAW ARISING OUT OF THE CIRCUMSTANCES NECESSITATING THE APPLICATION OF THIS SECTION.
- F. HEARING PROCEDURES.

- 1. A PERSON LIABLE FOR THE CIVIL FEE UNDER THIS SECTION MAY, WITHIN TEN (10) DAYS OF RECEIPT OF NOTICE OF THE VIOLATION, REQUEST A HEARING WITH A HEARING OFFICER DESIGNATED BY THE PRESIDING MAGISTRATE OF THE FLAGSTAFF MUNICIPAL COURT.
- 2. THE HEARING OFFICER SHALL SET A TIME AND PLACE FOR THE HEARING AS SOON AS PRACTICABLE.
- 3. THE HEARING SHALL BE CONDUCTED IN AN INFORMAL PROCESS TO DETERMINE WHETHER THERE IS A SUFFICIENT FACTUAL AND LEGAL BASIS TO IMPOSE THE CIVIL FEE. THE RULES OF EVIDENCE SHALL NOT APPLY; PROVIDED, THAT THE DECISION OF THE HEARING OFFICER SHALL IN ALL CASES BE BASED UPON SUBSTANTIAL AND RELIABLE EVIDENCE. ALL PARTIES TO THE HEARING SHALL HAVE THE RIGHT TO PRESENT EVIDENCE. THE CITY SHALL HAVE THE BURDEN OF ESTABLISHING BY A PREPONDERANCE OF THE EVIDENCE THAT A VIOLATION HAS OCCURRED.
- 4. THE DECISION OF THE HEARING OFFICER IS FINAL. A FAILURE OF THE PERSON NOTIFIED OF THE VIOLATION TO TIMELY REQUEST A HEARING OR THE FAILURE TO APPEAR AT A SCHEDULED HEARING SHALL CONSTITUTE A WAIVER OF THE RIGHT TO A HEARING OR TO CHALLENGE THE VALIDITY OF THE NOTICE OR VIOLATION.
- A. The noise regulations of this Chapter shall apply on Monday through Friday between the hours of twelve o'clock (12:00) A.M. and six o'clock (6:00) A.M. and on Saturday and Sunday between the hours on one o'clock (1:00) A.M. and seven o'clock (7:00) A.M.
- B. During the hours given in subsection (A), it shall be unlawful for any person, while outdoors or within a residential unit, to make or permit to be made any noise which is clearly audible within a residential unit other than that from which the noise may have originated.
- C. The standards which shall be considered in determining whether a violation of this Section exists shall include the following:
 - 1. The volume of the noise;
 - 2. Whether the nature of the noise is usual or unusual;
 - 3. Volume of background noise, if any;
 - 4. The duration of the noise.

6-08-001-0003 GENERAL EXCEPTIONS

The following activities are exempted from the prohibitions stated in Section 6-08-001-0002:

- A. Noise created by public safety work.
- B. Sound made to alert persons to the existence of an emergency, danger or attempted crime INCLUDING NOISES OF SAFETY SIGNALS, WARNING DEVICES AND EMERGENCY PRESSURE RELIEF VALVES.

- C. Noise associated with the normal traffic of motor vehicles, aircraft or the railroads.
- D. Bells or chimes on public buildings.
- E. Noise created by construction equipment operated upon public premises by or on behalf of any governmental entity when the welfare or convenience of the public requires the operation of such equipment at night.
- F. AIR-CONDITIONING EQUIPMENT WHEN IT IS FUNCTIONING IN ACCORD WITH MANUFACTURER'S SPECIFICATIONS AND IS IN PROPER OPERATING CONDITION PROVIDED THAT NO UNIT MAY CAUSE THE NOISE LEVEL MEASURED INSIDE ANY SLEEPING OR LIVING ROOM INSIDE ANY DWELLING UNIT TO EXCEED FORTY-FIVE (45) DB(A) BETWEEN THE HOURS OF 10:00 P.M. AND 7:00 A.M., NOR FIFTY-FIVE (55) DB(A) BETWEEN THE HOURS OF 7:00 A.M. AND 10:00 P.M.:
- G. LAWN MAINTENANCE EQUIPMENT WHEN IT IS FUNCTIONING IN ACCORD WITH MANUFACTURER'S SPECIFICATIONS AND WITH ALL MUFFLERS AND NOISE-REDUCING EQUIPMENT IN USE AND IN PROPER OPERATING CONDITION;
- H. NONAMPLIFIED NOISES RESULTING FROM THE ACTIVITIES SUCH AS THOSE PLANNED BY SCHOOL, GOVERNMENTAL OR COMMUNITY GROUPS;
- I. NOISES RESULTING FROM ANY AUTHORIZED EMERGENCY VEHICLE WHEN RESPONDING TO AN EMERGENCY CALL OR ACTING IN TIME OF EMERGENCY;
- J. NOISES RESULTING FROM EMERGENCY WORK AS DEFINED IN SECTION 6-08-001-0001:
- K. NOISES OF CHURCH CHIMES OR BELLS OR CHIMES ON PUBLIC BUILDINGS; AND

6-08-001-0004 ENFORCEMENT PROCEDURE

Violations of this Chapter shall be prosecuted as civil violations of the Flagstaff City Code or in the same manner as other misdemeanor violations of the City's Code.

ORDINANCE NO. 2021-21

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF, AMENDING THE FLAGSTAFF CITY CODE, TITLE 6, POLICE REGULATIONS, CHAPTER 6-08, NOISE CONTROL, BY ADOPTING BY REFERENCE THAT CERTAIN DOCUMENT ENTITLED "NUISANCE NOISE CODE AMENDMENTS"; PROVIDING FOR PENALTIES, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

RECITALS:

WHEREAS, members of the community have expressed their concerns to the Mayor and the Flagstaff City Council regarding nuisance noise from vehicles and businesses; and

WHEREAS, the City Council finds that enacting the Nuisance Noise Code Amendments to address nuisance noise in Flagstaff protects the rights, interests, safety and welfare of City residents.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

SECTION 1. That certain document known as "Nuisance Noise Code Amendments", one (1) paper copy and (1) electronic copy of which are on file in the office of the City Clerk of the City of Flagstaff, Arizona, has been declared a public record by Resolution No. 2021-43 of the City of Flagstaff, Arizona, and is hereby referred to, adopted and made a part hereof as if fully set out in this ordinance.

SECTION 2. Repeal of Conflicting Ordinances

All ordinances and parts of ordinances in conflict with the provisions of the code adopted herein are hereby repealed.

SECTION 3. Severability

If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the code adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

SECTION 4. Clerical Corrections

The City Clerk is hereby authorized to correct clerical and grammatical errors, if any, related to this ordinance, and to make formatting changes appropriate for purposes of clarity, form, or consistency with the Flagstaff City Code.

SECTION 5. Effective Date	
---------------------------	--

This Ordinance shall be effective thirty (30) days following adoption by the City Council.

PASSED AND ADOPTED by the City Council of the City of Flagstaff this 5th day of October, 2021.

	MAYOR	
ATTEST:		
CITY CLERK		
APPROVED AS TO FORM:		
CITY ATTORNEY		

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Christine Cameron, Project Manager III

Date: 09/16/2021

Meeting Date: 09/21/2021



TITLE

Lone Tree Overpass Project Update

STAFF RECOMMENDED ACTION:

Present a design update to City Council for the Lone Tree Overpass Project and facilitate discussion.

EXECUTIVE SUMMARY:

- City Council awarded the Design-Build Contract for the Lone Tree Overpass Project with Ames Construction on February 2, 2021.
- Over the last seven months, the team has been working on:
 - Preliminary design of the bridge, roadway, and utilities.
 - BNSF Railway coordination for the rail realignment.
 - US Army Corps of Engineers coordination for the future Rio de Flag alignment.
 - ADOT coordination for the new Lone Tree intersection with Route 66.
 - Property acquisitions.
 - Economic Impact Analysis.
 - Development of the Public Involvement Program.
- This presentation will update Council and the public on preliminary design and provide a project overview, discussion of traffic intersection elements including bicycle and pedestrian safety, and project aesthetics.

INFORMATION:

Connection to PBB Key Community Priorities/Objectives & Regional Plan: Safe and Healthy Community -

- Foster a safe, secure, and healthy community.
- Ensure the built environment is safe through the use of consistent standards, rules and regulations, and land use practices.

Inclusive and Engaged Community -

Advance social equity and social justice in Flagstaff.

Sustainable, Innovative Infrastructure -

- Deliver outstanding services to residents through a healthy, well maintained infrastructure system.
- Utilize existing long-range plans that identify the community's future infrastructure needs and all

associated costs.

• Identify smart traffic management, multi modal transportation, and alternative energy opportunities.

Environmental Stewardship -

- Implement sustainable building practices and alternative energy and transportation options.
- Implement, maintain and further the Climate Action and Adaptation Plan.

Regional Plan - Goal T.2. -

• Improve transportation safety and efficiency for all modes.

Has There Been Previous Council Decision on This:

A previous City Council reviewed options for the Lone Tree Overpass bond project and directed Staff to prepare ballot language for a \$73M bond project to be funded through secondary property tax in the 2018 election, which was passed by the Flagstaff voters.

On February 2, 2021, the City Council awarded the first design phase agreement to Ames.

Attachments: Presentation



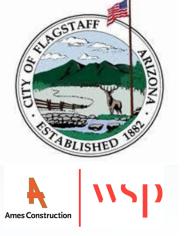




Ames Construction

Presentation Overview

- 1. Project Overview
- 2. Traffic Demand Model
- 3. Intersection Types
- 4. Green House Gas Analysis
- 5. Aesthetics and Civic Spaces
- 6. Path Forward



Project Overview

Ames Construction



SOUTH

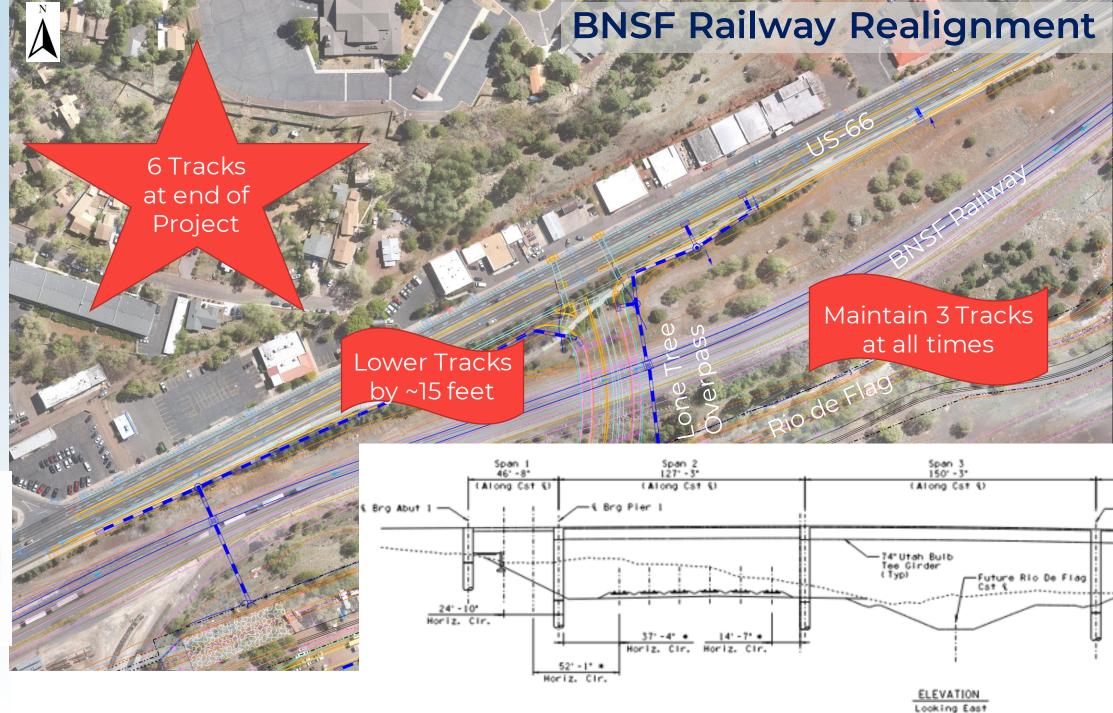
Right Turn Lane

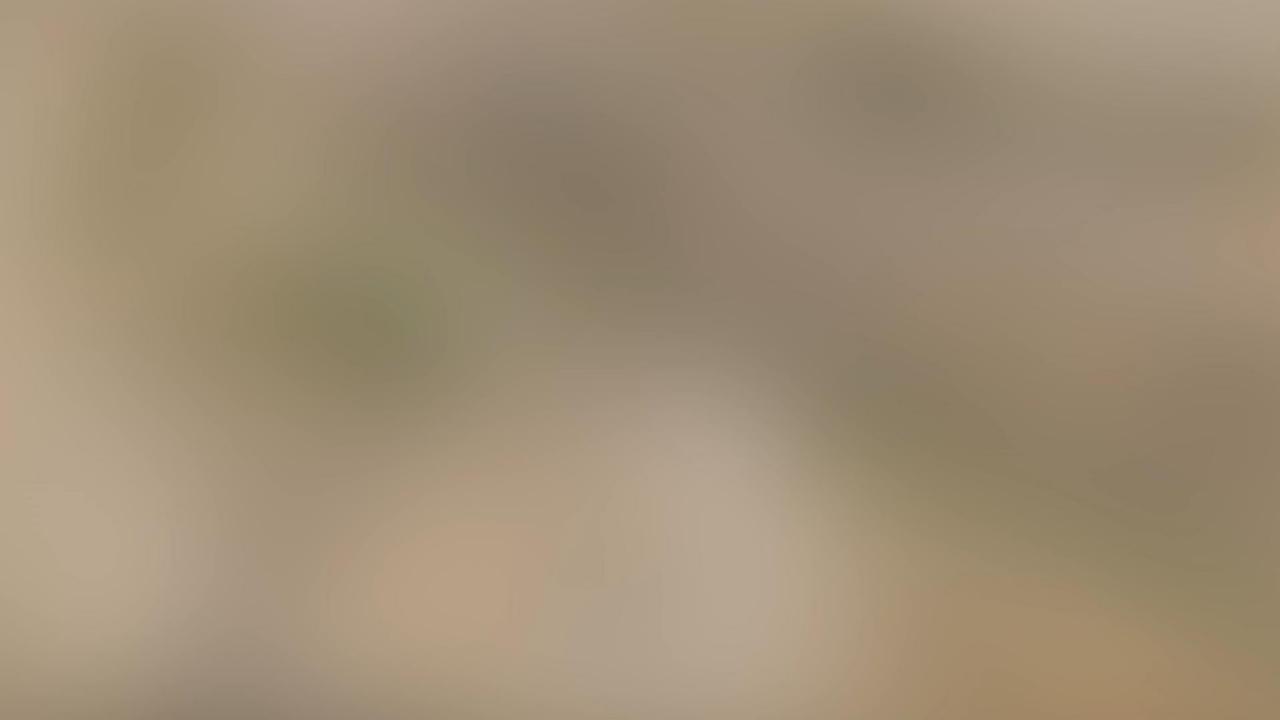
EB LANES

NORTH







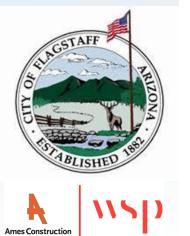


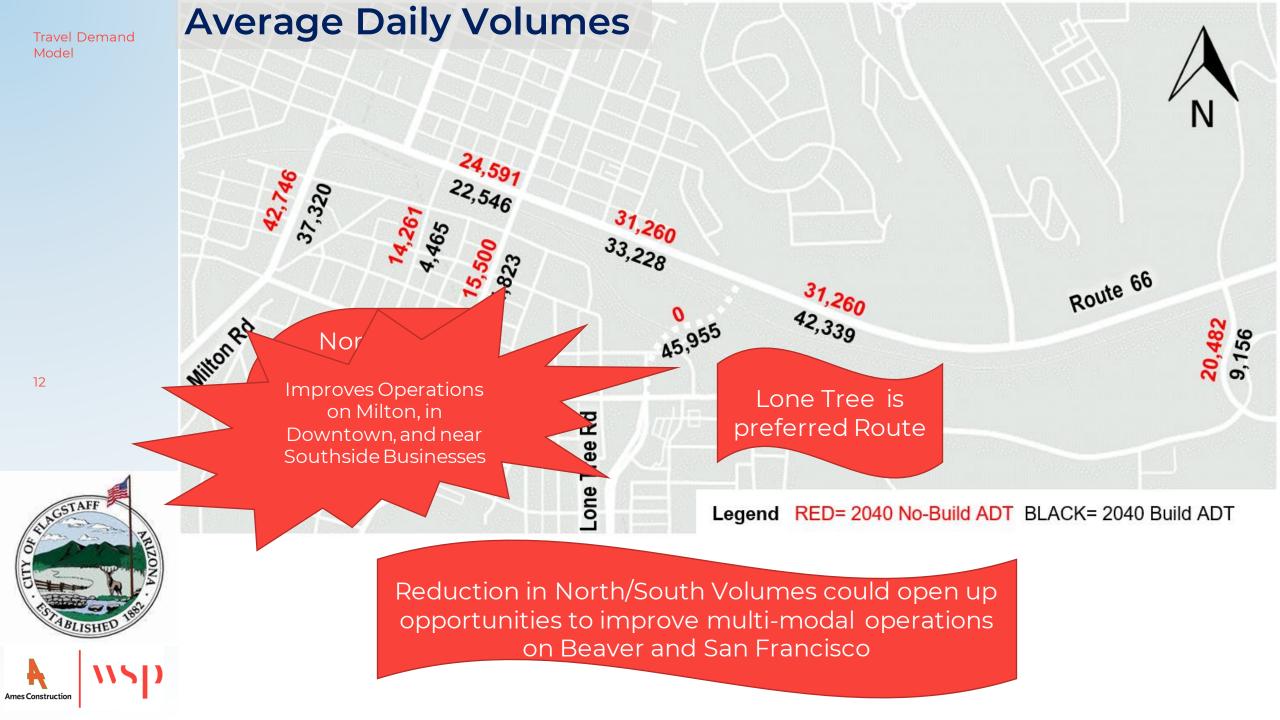
Ames Construction



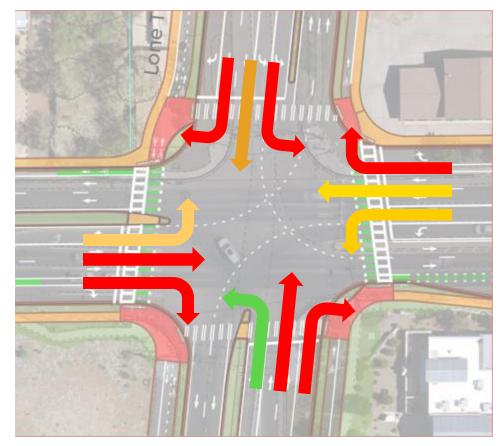


Travel Demand Model





Intersection Volumes



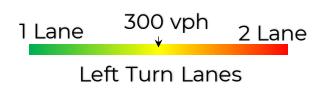
Lone Tree Rd & Butler Ave

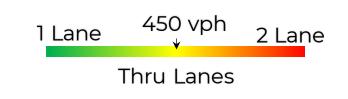


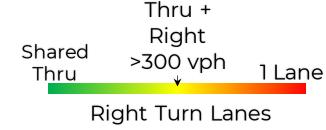
- Separate Right Turn Lanes can be considered.
- Thru volumes high enough for more than (1) lane.
- Southbound Lefts are high enough for Double Left Turns
 - Westbound Double Lefts needed with high Eastbound Thru traffic







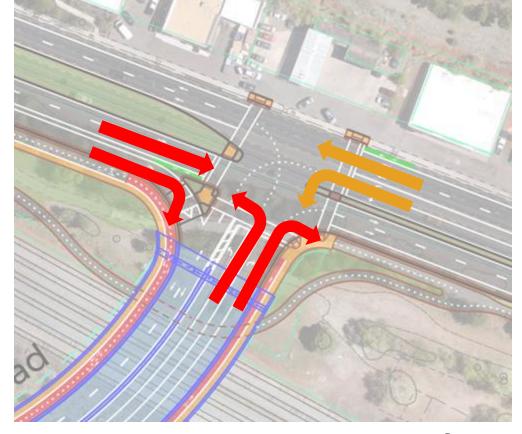




Intersection Volumes

2040 - Build Traffic

- Separate Right Turn Lanes can be considered.
- Thru volumes high enough for more than (1) lane.
- Northbound Left and Right Turn volumes are high enough for Double Turn Lanes

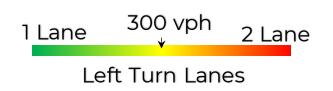


US Route 66 & Lone Tree Rd

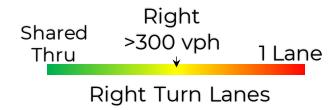


14









Thru +

ALISHED 1881



Intersection Selection

Approach to Intersection Selection

What is complete:

Data Collection Coordination on Regional Transportation Model Coordination with ADOT on US-66 Alternatives

Data Evaluation

Where is in progress:

Intersection Type Evaluation Coordination with
Transportation
Commissions
and Council

Upcoming
Public Meeting
September 30th

What's next:



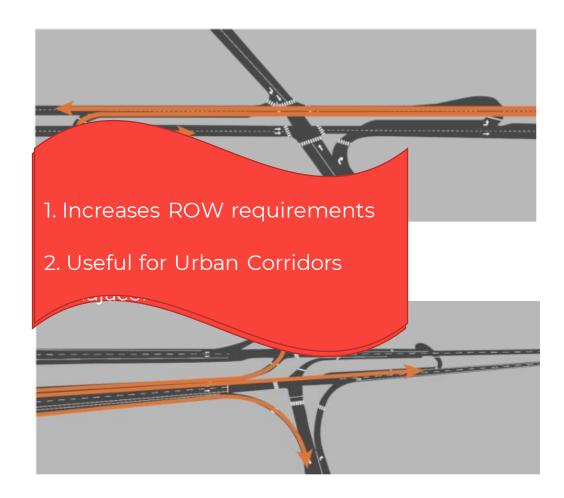
16

Ames Construction

Compile Feedback Decide on the Multi-Modal <u>Enh</u>ancements Present to Council for Final Decision (October)

Lone Tree Road & Butler Avenue – Intersection Non-Viable Intersections

1. Best for Minor Roadways or 4-Lane Divided Highways













Lone Tree Road & Butler Avenue - Intersection **Viable Intersections**



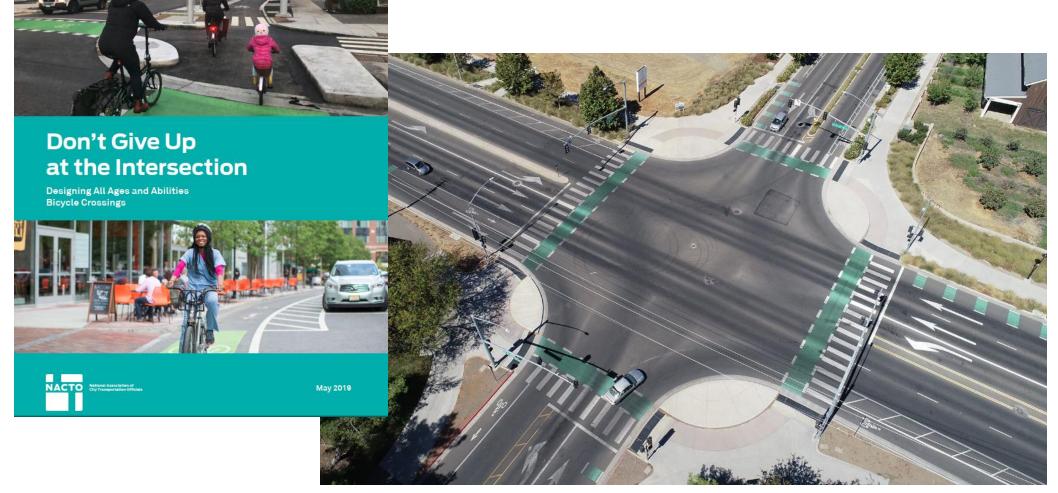
19

THE THEO ISSUED IN THE THEORY AND INCOME.



Options to Enhance Multi-Modal Use of Intersection

National Association of City Transportation Officials



(Example Only, not a Project Intersection)

Options to Enhance Multi-Modal Use of Intersection

Pavement Markings



Sharrows for areas of Shared Vehicles/Bikes

20







Options to Enhance Multi-Modal Use of Intersection

Signals







Specialty Signals with Bike Symbol Countdown Pedestrian Signals

21







Options to Enhance Multi-Modal Use of Intersection

Islands and Medians



Separated Bike Lane

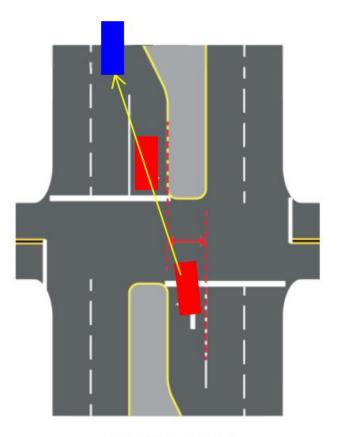


Curbing Delineators

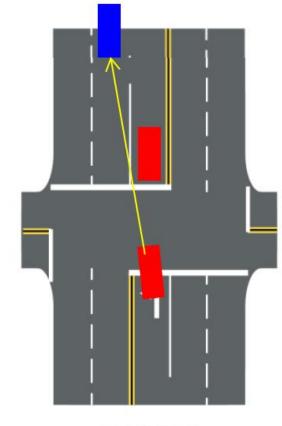




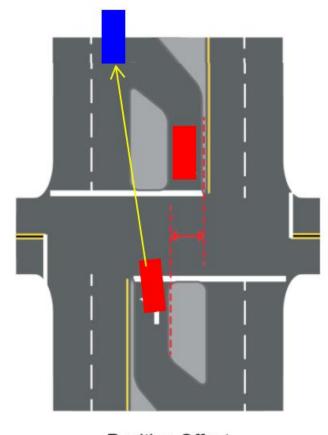
Options to Enhance Driver Safety at Intersection







Zero Offset



Positive Offset

23







Ames Construction

Lone Tree Road & Butler Avenue – Intersection Comparisons



Lone Tree Road & Butler Avenue – Intersection Comparisons

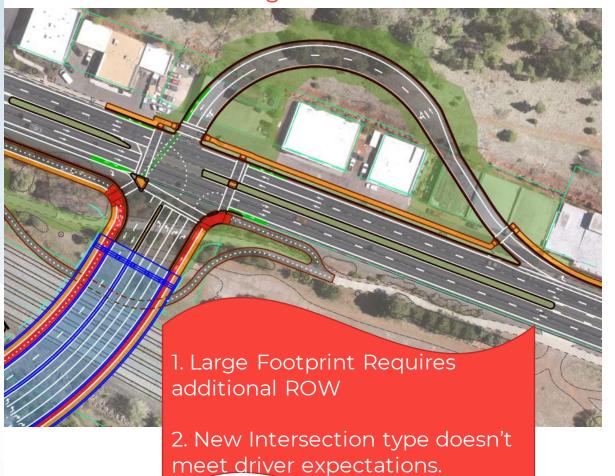


25















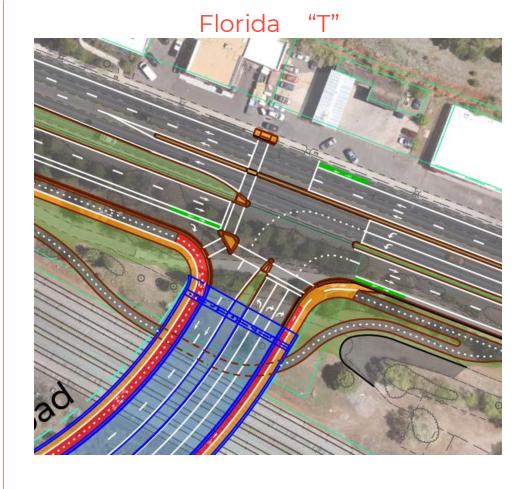




Lone Tree Road & US-66 – Intersection Viable Intersections

Conventional Intersection











Lone Tree Road & US-66 – Intersection Viable Intersections







Florida T - No Enhancements

Lone Tree Road & US-66 – Intersection Viable Intersections









Traditional Intersection – Minor Enhancements

A BLISHED THE STATE OF THE STAT

Green House Gases

Estimated Reduction in Green House Gases

4-Lane Lone Tree Overpass			
Measure	2026-2040, total	2026, annual	2026-2040, annual average
Gallons of Fuel Reduced	1,896,500	285,900	126,400
GHG emissions avoided (Tons)	17,000	2,600	1,100
2-Lane Scenario (For Comparative Purposes)			
Gallons of Fuel Reduced	1,164,900	122,100	77,700
GHG emissions avoided (Tons)	10,500	1,100	700

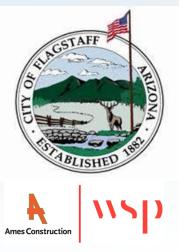


Summary: A 4-Lane Corridor will lower Green House Gases compared to existing conditions or a 2-Lane Corridor due to more efficient traffic operations.





Aesthetics and Civic Spaces



Aesthetic Incorporation into Design Elements

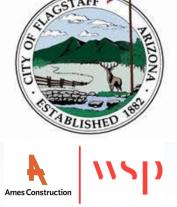






Aesthetic Incorporation into Design Elements





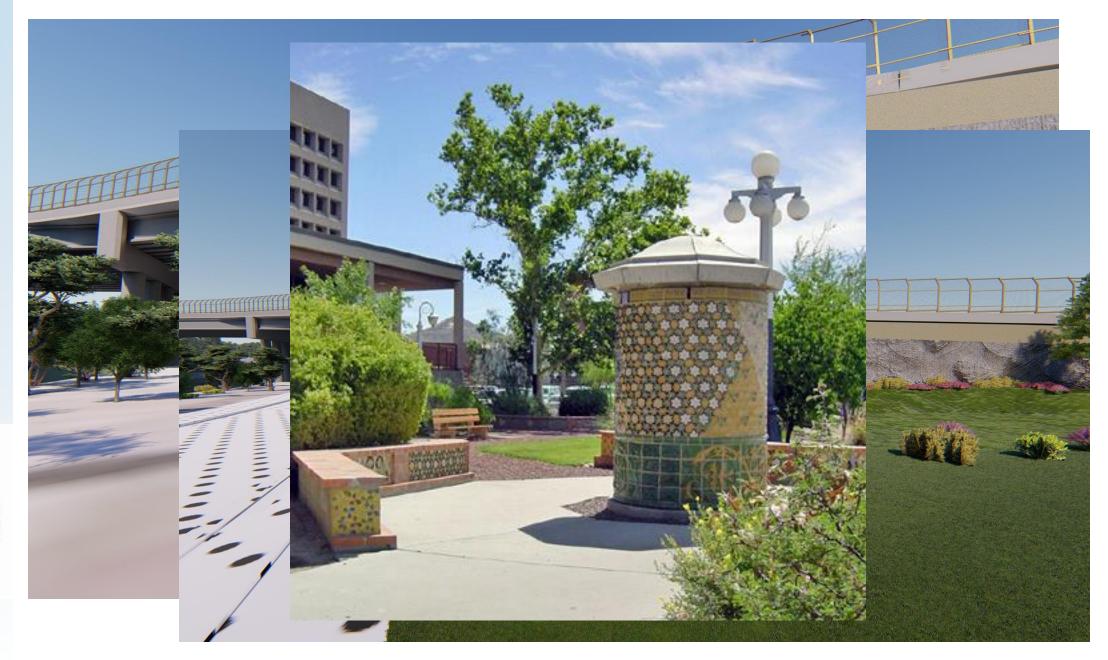
Landscaping Opportunities





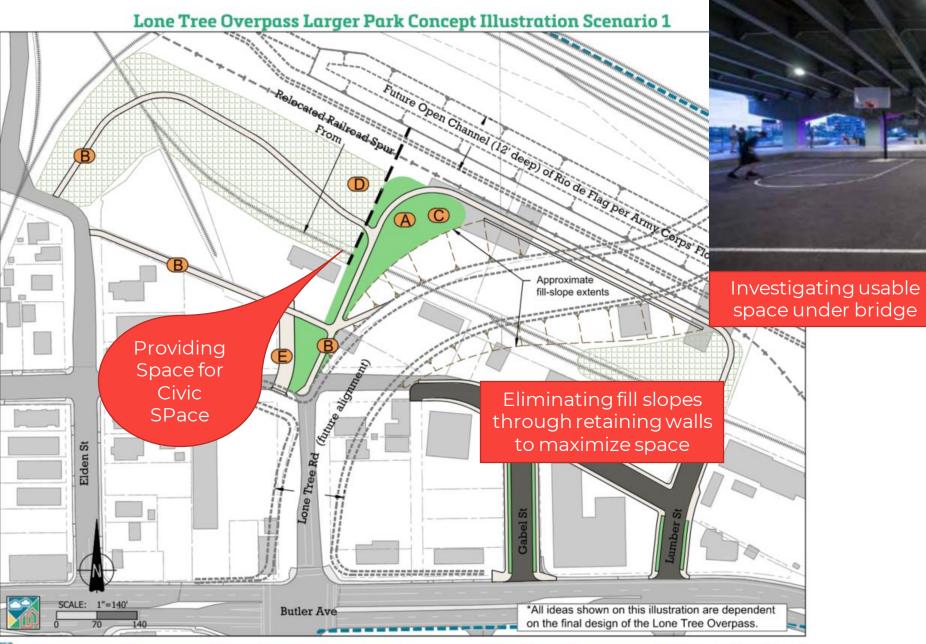


Accommodation of Future Civic Spaces









37







ALISHED 1861.

Path Forward

Lone Tree Schedule

Feb 2021-Oct 2021

Confirm Project
Assessment

Coordinate with
Stakeholders,
Commissions, and
Public

Preliminary Decision

Making

Develop Initial Guaranteed Maximum Price

Public Meeting September 30 Oct 2021-Dec 2022

Council Meeting inOctober for Approvalof Final Design

• Amendment

(i) Continue

Coordinating with Stakeholders,

Commissions, and

Public

Finish Field Investigations

Finalize Design

Finalize Guaranteed Maximum Price Dec 2022-Nov 2026

C Finalize Permits
Obtain the
Construction
Maintenance
Agreement

onst

Construct the Project







Thank you!





wsp.com

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Martin Ince, Multi-Modal Planner

Date: 09/07/2021

Meeting Date: 09/21/2021



TITLE

Public Release of Draft Active Transportation Master Plan

STAFF RECOMMENDED ACTION:

Information and discussion only; no Council action required

EXECUTIVE SUMMARY:

This is a presentation and update to the City Council regarding the public release of the draft Active Transportation Master Plan (ATMP), which serves as a detailed guide to enhancing walking and biking in Flagstaff. This summary presentation is intended to provide the Council with basic information about the plan in conjunction with public release of the draft document and the start of the final review and approval process.

INFORMATION:

The ATMP is intended to serve as a detailed set of strategies, actions, programs, and projects to enhance walking and biking in Flagstaff. Over the next few months, the draft ATMP will move through the final steps for review and approval, beginning with the release of the draft ATMP for public review and comment. Community engagement will include a public survey, presentations to commissions and stakeholder groups, and a series of community open houses. At the conclusion of the public review period, the document will be routed through the City's Pedestrian Advisory Committee, Bicycle Advisory Committee, Transportation Commission, and Planning and Zoning Commission for detailed review before returning to the Council for final adoption by resolution.

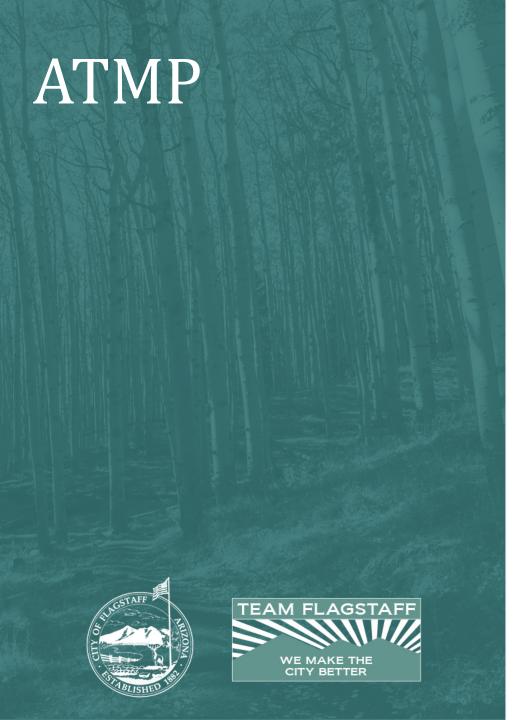
The ATMP will be accompanied by a minor amendment to the Regional Plan to incorporate maps from the ATMP and some of its general language. The process for approval of a minor plan amendment is set forth in City Code section 11-10.10.020. While there are some differences in the final approval process for the ATMP and the Regional Plan amendment, it is anticipated that the two will generally track together.

This presentation is intended to provide the City Council with an outline of the draft plan in conjunction with the start of the review and approval process. Additional information is available at the project website: www.flagstaff.az.gov/atmp.

Attachments: <u>Presentation</u>

<u>Draft Active Transportation Master Plan</u>





Brief presentation in conjunction with roll-out of the plan and the start of public review

- Contents of the plan
- Public review and adoption process



Intent of the ATMP



- Numerous City plans indicate support for walking and biking
- Starting with the Regional Plan
- But lack detailed guidance and direction
- The ATMP provides the details

City of Flagstaff



















DRAFT
Active Transportation
Master Plan

Contents

TEAM FLAGSTAFF

WE MAKE THE
CITY BETTER

- Policy context
- Guiding principles and approach
- Current conditions
- Goals and policies
- Strategies/actions
- Outcomes and targets
- Implementation
- Planning considerations and design guidance*
- Ped/bike infrastructure*



Approach (The Big Shift)





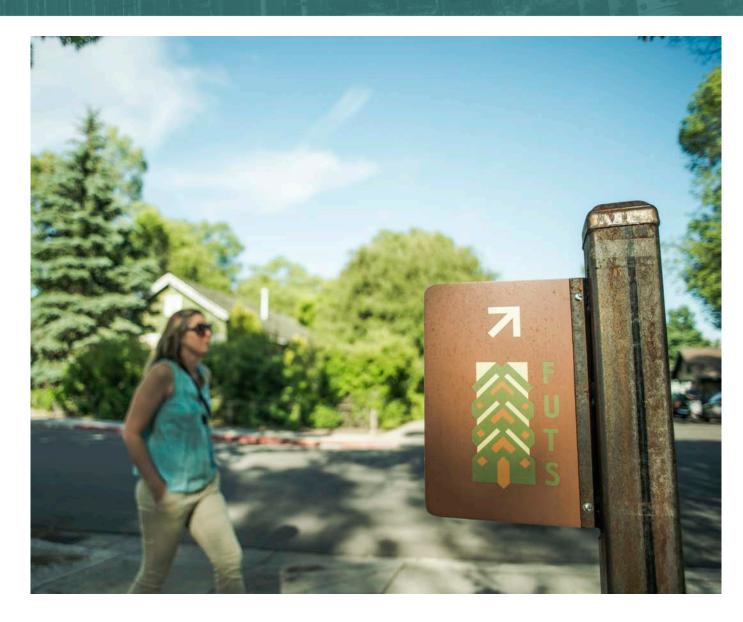
- Be more transformational than incremental
- Emphasize peds and bikes, don't overbuild for cars
- Take a well-rounded approach to transportation; consider multiple community objectives and values
- Pursue a wide range of solutions;
 provide multiple options for mobility



Policy support



- High level support for walking and biking
- Builds on goals and policies already in Regional Plan





Strategies and actions





- All the things we can do
- Organized around six topics...
 - 1. Infrastructure
 - 2. Maintenance and operations
 - 3. Support and encouragement
 - 4. Safety
 - 5. Transportation and land use planning
 - 6. Evaluation



Ped/bike infrastructure

- Prioritized list of projects
- Sidewalks, bikeways, FUTS, crossings, bridges and tunnels
- 20-year program of projects for transportation sales tax and first/last mile grant
- Incorporated into City's Capital Improvements Program (CIP)





Planning and design guidance



- Detailed considerations for walking and biking
 - Transportation planning
 - Land use and urban form
 - Street and intersection design
 - Pedestrian and bicycle facilities



Process

TEAM FLAGSTAFF

WE MAKE THE

CITY BETTER

- Public release of draft document
- Release of design guidance and infrastructure recommendations
- Includes a minor amendment to the Regional Plan
- 60-day public review period
- Detailed review/recommendation by PAC, BAC, Trans Comm, P&Z Comm, City Council
- Formal approval by Council

Public review



- Outreach and engagement
 - Community survey
 - Open houses
 - Presentations to commissions, stakeholder groups
- Rely on groups/individuals to help get the word out
- Already substantial community engagement, want to make sure the plan gets it right





Council role



- Help in getting the word out
- Work session detailed discussion following public review
- Formal approval by City Council by resolution







www.flagstaff.az.gov/atmp







City of Flagstaff



DRAFT
Active Transportation
Master Plan



City of Flagstaff

211 West Aspen Avenue Flagstaff, Arizona 86001

928 213 2685 mince@flagstaffaz.gov www.flagstaff.az.gov/atmp

Contents

O Plan summary

1 The ATMP at a glance

1 Introduction

- 2 Intent of this plan
- 3 Policy context
- 4 How this plan is used
- 5 How this plan was developed
- 6 Guiding principles
- 10 Approach

2 Current conditions

- 12 Introduction
- 13 Status of walking and biking
- 19 Challenges for walking and biking
- 21 The opportunity in Flagstaff

3 Goals, policies, and strategies

- 24 Goals
- 25 Policies and strategies

4 Outcomes, indicators, and targets

- 40 Outcomes and indicators
- 42 Targets

5 Implementation

- 44 Priority actions
- 45 Implementation opportunities

Appendix Common abbreviations

O Plan summary

The ATMP at a glance

The Active Transportation Master Plan (ATMP) is a guide to enhancing walking and biking in Flagstaff. The ATMP includes detailed information regarding pedestrian and bicycle accommodation, and establishes a series of goals, policies, and strategies to support walking and biking.

1 Introduction

Establishes a foundation for the ATMP, including the function of the plan, its policy context, how it was developed, and how it is used. The Introduction closes with of list of guiding principles for walking and biking and a recommended shift in our approach to transportation planning.

2 Current conditions

Summarizes the current status of walking and biking in Flagstaff based on facilities, mode share, crash data, and national indicators. This section also describes the challenges for walking and biking and highlights the unique opportunity in Flagstaff.

3 Goals, policies, and strategies

Establishes specific goals for walking and biking to provide policy support and guide our actions. Policies and strategies are an extensive list of recommended actions or steps to take to promote walking and biking.

4 Outcomes, indicators, and targets

Describes the desired results of the ATMP, as well as indicators to gauge progress on achieving those results. Also sets targets for mode share, pedestrian and bicycle crashes, and national recognition.

5 Implementation

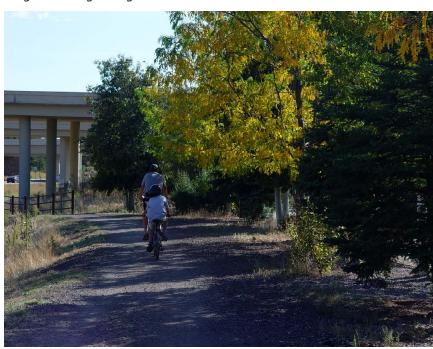
Lists 12 priority actions that should be done first, and describes a broad range of opportunities for implementation of the ATMP.

1 Introduction

The City of Flagstaff's **Active Transportation Master Plan** (ATMP) is intended to serve as a detailed guide to enhance walking and biking in Flagstaff.

Walking and biking are important to Flagstaff, and the Flagstaff community is very supportive of walking, biking, transit, and active modes of transportation in general. Walking and biking are critical elements of mobility and a robust transportation system, and vital to achieving social, economic, health, environmental, and sustainability goals for the community.

Over the years, a variety of City of Flagstaff plans and policy documents have



highlighted the importance of walking and biking, starting with the Flagstaff Regional Plan 2030. However, none have provided specific details or direction on how to become a more pedestrian- and bicycle-friendly community. This document provides those details and that direction.

Intent of this plan

The ATMP is intended to serve several primary functions:

- The Big Shift. The ATMP promotes a fundamental change in our approach to mobility and transportation planning introduced in the Flagstaff Carbon Neutrality Plan as the Big Shift away from a model that prioritizes automobiles and vehicular travel and towards a broader process that promotes walking, biking, and transit and supports other community goals and values. This Big Shift approach is further detailed under Approach at the end of this introduction.
- Policy support. Goals and policies listed in Section 3 of this document establish specific policy support for active transportation to build on the goals and policies already in the Regional Plan.

- Policies and strategies. Section 3 also includes a list of recommended strategies and actions, which prioritize actions to take to promote walking and biking.
- Pedestrian and bicycle infrastructure. Missing and needed pedestrian and bicycle facilities, including sidewalks, bikeways, FUTS trails, and crossings have been inventoried and prioritized as part of this document. This helps to establish a program of pedestrian and bicycle infrastructure projects to include in the City's capital planning process.
- Planning and design guidance. The ATMP includes detailed design and planning guidance to enhance the functionality of our transportation system and support active transportation.

Policy context

The City already has several adopted plans and policy documents that address transportation in general, as well as walking and biking more specifically. These documents provide the policy context for the ATMP.

Flagstaff Regional Plan 2030

The <u>Flagstaff Regional Plan 2030</u>, which was adopted by the City Council and ratified by Flagstaff voters in 2014, is a high-level policy document that covers a variety of topics

regarding the future development of Flagstaff. The <u>Transportation Element</u> (Chapter X) of the Regional Plan describes an overall vision for transportation in Flagstaff, as well as goals and policies needed to achieve that vision. These goals and policies are the starting point for the ATMP.

Regional Plan 2030 vision for transportation

In 2030, people get around to where they need to be in an efficient and safe manner, and more people ride the bus, their bikes, and walk, reducing emissions and increasing health.

Flagstaff Carbon Neutrality Plan

In June of 2020, the Flagstaff City Council adopted Resolution 2020-09, which declares a climate emergency in Flagstaff and calls for a dramatic shift in our ambition and action to combat climate change. The Council subsequently adopted the <u>Carbon Neutrality Plan</u> in June of 2021 and established a goal for carbon neutrality – a 100 percent reduction in emissions – by the year 2030.

In Flagstaff, the transportation sector is responsible for 30 percent of greenhouse gas

emissions, primarily from passenger vehicle emissions. As a result, achieving the carbon neutrality target established in the Carbon Neutrality Plan will require extensive changes in our transportation policies and practices. Decreasing dependence on automobile use is one of the core target areas of the Carbon Neutrality Plan: the plan calls for aggressive action to shift away

Flagstaff Carbon Neutrality Plan target area

Decreased Dependence on Cars Flagstaff will transform our transportation and land use systems so that we depend far less on cars, reducing vehicle miles traveled (VMT) and shifting trips to walking, biking, and the bus. from car-dependent planning and transportation design and to focus more resources on supporting walking, biking, and transit.

How this plan is used

This section describes how the ATMP should be used in conjunction with other plans, projects, and processes.

- Plans and policy documents. As a City policy document, the ATMP and its contents should be considered in planning processes and reflected as appropriate in other City plans, including the Regional Plan and specific, neighborhood, and master plans. The ATMP can also be considered as part of transportation plans prepared by MetroPlan, ADOT, NAU, and Coconino County.
- and programming.
 The ATMP identifies and sets priorities for an extensive list of pedestrian and bicycle projects, which are included in the City's five-year capital planning program.
- Budgeting and work programs.
 Recommended policies and strategies in the ATMP can be part of City's performance-based budgeting process and



incorporated into budget requests, strategic plans, and work programs.

- Regulatory documents. The ATMP itself does not create any new enforceable standards or regulations, however, it can be used to identify revisions to the Zoning Code, Engineering Standards, and other applicable regulatory documents to implement the ATMP.
- Private development review. The ATMP does not create any new standards or requirements for private development. Developers are encouraged to consider the ATMP when planning their development but are not required to demonstrate conformance. Design guidelines can be a reference for pedestrian and bicycle accommodation but are not compulsory.

 City capital projects. Planning considerations and design guidelines should serve as best practices for pedestrian and bicycle accommodation in City capital projects.

How this plan was developed

Content and recommendations in the ATMP were formulated based on a variety of sources, including extensive public engagement, dating back to 2014.

- Working papers. A series of working papers were used to collect and analyze supporting information on a variety of topics.
 - WP01 Existing plans and policies
 - WP02 Mode share information and trends
 - WP03 Pedestrian and bicycle crash data
 - WP04 Walking and biking survey results
 - WP05 Pedestrian and bicycle comfort indices
 - WP06 Attractors, generators, and social factors
- Community surveys. Nine surveys regarding walking and biking have been conducted on the Flagstaff Community Forum since 2014. These surveys collected more than 2200 responses.
 - Walking and biking survey
 - Pedestrian and bicycle project survey
 - Milton Road survey
 - Regional transportation plan surveys
 - FUTS trail users survey
 - Draft goals and strategies survey
 - PedBikeWays survey
 - Bicycle Friendly Community survey
 - Flagstaff Trails Initiative survey
- Public engagement. City staff have conversed with hundreds of residents about pedestrian and bicycle issues at numerous community events, including Earth Day, Bike-to-Work Week, Arizona Trail Day, and the Flagstaff Community Market. Two walking and biking summits were hosted in late 2017, during which approximately 100 attendees were given an opportunity to provide feedback and complete a survey.
- PAC and BAC meetings. Since 2014, discussion of the ATMP has been a standing item on the monthly agendas of the City's Pedestrian Advisory Committee (PAC) and Bicycle Advisory Committee (BAC).
- National guidance and peer community review. The ATMP also incorporates relevant state of the practice information from other communities and national sources.

Guiding principles

These guiding principles provide a foundation for the ATMP, describe why walking and biking are important and beneficial, and express the community's expectations for walking, biking, mobility, and transportation.

Walking and biking are important to Flagstaff and reflect the values of the community

- Being walkable and bicycle-friendly contribute significantly to Flagstaff's community character.
- Walking and biking are community indicators of livability.
- FUTS trails, sidewalks, and bike lanes provide convenient access for all residents to parks, recreation, open space, and the forest – a significant Flagstaff value.



- Being on foot or on a bicycle provide a slower-paced and more intimate perspective of the city, more opportunity for social interaction and contact with neighbors, and an overall heightened sense of community.
- Walking and biking are linked to numerous health benefits and help contribute to emotional well-being and happiness.

Flagstaff has a significant opportunity to expand walking and biking, but it takes a concerted effort by the City

- Walking and biking as transportation options need to be actively supported, encouraged, and prioritized by the City in order to thrive. Peer communities that are recognized as great pedestrian and bicycle places for walking and biking have worked to promote walking and biking.
- The community responds positively when the City prioritizes and actively works to

accommodate and encourage walking and biking. The City does not need to solve all problems, but we should address the most pressing.

More people will choose to walk and bike when it is comfortable, convenient, and useful

- Many people are discouraged from walking and biking because they feel uncomfortable and unsafe, particularly when facilities are inadequate.
- There is abundant evidence from other communities that when active transportation is prioritized, people walk and bike more.
- While good infrastructure is essential, walking and biking require a comprehensive approach that goes beyond infrastructure and addresses education, encouragement, enforcement, equity, and evaluation.

Walking and biking are critical elements of a robust transportation system

- Our transportation system is most efficient and equitable when it provides a range of transportation options, including walking, biking, and transit.
- Shifting trips from single-occupant vehicles to walking, biking, and transit is essential to managing congestion and enhancing mobility.
- Walking, biking, and transit are mutually supportive; walk- and bicycle-friendliness encourages increased use of transit; and a strong transit system supports walking and biking.
- Streets that safely and comfortably accommodate walking and biking are safer for all road users.
- Congestion cannot be solved, but it can be managed by enhancing access to a variety of quality transportation options.



• At this moment in Flagstaff's evolution as a small city, driving and parking may not always be convenient.

Walking and biking are integral parts of a larger context of land use, community character, and street design

Streets are our most ubiquitous community space; they serve a variety of community

functions in addition to transportation.

- Walking and biking reduce the amount of paved space needed to accommodate vehicles in the form of highways, streets, driveways, and parking lots.
- The nature of land use and urban form – in particular density, compact form, diversity of uses, and urban design – have an essential influence on walking and biking.



• The design and character of our streets should reflect our community goals and values for community character, climate change, equity, and safety.

Mobility – the ability to travel freely to access our daily needs and activities – is a fundamental human right

- More viable transportation options mean better mobility for the entire community.
- A transportation system based on principles of universal design usable by all with minimal adaptions – benefits all users.
- Community mobility is measured by how well those with mobility challenges can access their daily needs, live independently, and move freely.

Active transportation and enhanced mobility support equity

Equity is both a process and an outcome; a transportation system that serves all depends on a planning and decision-making process that is equitable and inclusive.

- Transportation options improve mobility for all segments of the population, including the elderly, individuals with mobility challenges, low-income populations, and marginalized communities.
- An estimated one-third of Flagstaff residents do not drive, including children under 16, elderly residents who no longer drive, persons with disabilities who are unable to drive, people whose driving privileges have been suspended, and people who choose not to drive. For this segment of the population, mobility is often dependent on walking, biking, or taking the bus.



- Not everyone can afford to drive. Private vehicles can be expensive to own and operate: reducing transportation expenses means more financial resources available for housing, medical expenses, and other necessities.
- Better and less expensive transportation options help to eliminate a barrier for lowincome people to participate in the workforce.
- Better mobility for seniors can help them be more active and social, allows aging in place, and provides better access to health care and social services.

Sustainable transportation options are critical to meeting the City's carbon neutrality goals.

- In Flagstaff, transportation accounts for about 30 percent of greenhouse gas emissions.
 Carbon neutrality goals will not be met without a reduction of emissions in this sector.
- Walking and biking reduces reliance on fossil fuels and lowers greenhouse gas emissions, which provides numerous benefits such as improved local air quality and better health.
- The Flagstaff Carbon Neutrality Plan calls for and relies upon a fundamental shift in our transportation system towards more sustainable options.

Active transportation supports a healthy and resilient economy

- Pedestrian and bicycle-friendly commercial areas promote street-level activity, vibrancy, and vitality, all of which help generate increased revenues.
- Communities with strong walking, biking, and trails infrastructure gain a competitive edge in attracting and keeping businesses and jobs. For many private companies, locational decisions are driven as much by quality-of-life factors as economic considerations.
- Sidewalks, bike lanes, trails, and other non-motorized infrastructure are much less expensive to build and maintain than highways, streets, and parking lots.

Approach

The following points summarize the Big Shift in our approach to transportation planning to support walking and biking, enhance mobility for everyone, meet our climate goals, and create a more balanced transportation system.

 Be more transformational than incremental. Flagstaff could be a great city for walking and biking, but bold action is needed to make it happen. What's needed is

a fundamental shift in our approach to walking and biking accommodation, as well as with transportation planning in general.

Prioritize pedestrians and bicyclists. Those who walk and bike are deserving of extra consideration, including additional protection as vulnerable roadway users. Planning for pedestrian and bicycle facilities should seek to provide a high level of accommodation rather than a minimum.



 Take a well-rounded approach to transportation. Transportation planning needs to consider multiple community objectives – community character, sustainability, public health, economic vitality, environmental stewardship, and equity – in addition to the conveyance of motor vehicles.

- Pursue a wide range of solutions for mobility. Efficient management of transportation resources requires a broad range of strategies to enhance mobility rather than an approach that relies primarily on increasing vehicle capacity.
- Use Travel Demand Management (TDM) as a guiding principle. TDM expands mobility options and helps to manage congestion by simultaneously reducing the demand for vehicle use and increasing capacity for active and other sustainable modes.
- Don't overbuild for cars. Wide, fast roads and large parking lots discourage walking and biking, encourage automobile use, create unsafe streets for all modes, and make it difficult to promote desirable community character. Reliance on traffic models, level of service measures, and vehicle capacity can lead to overbuilding.



2 Current conditions

This section provides an overview of current conditions for walking and biking in Flagstaff, based on several measures and considerations. Taken together, these measures reveal a community that is generally good for walking and biking, but there is significant room for improvement. While there are many positives, there is also a long list of challenges. Overall, there is tremendous opportunity in Flagstaff to be a premier community for walking and biking.

Introduction

Walking

Walking is the most enduring and universal mode of transport. In Flagstaff, walking is the most robust of the active modes; the percentage of trips in Flagstaff made by walking is significantly higher than for bicycling or transit. Additionally, the percentage of Flagstaff residents who walk to work far exceeds state and national averages and places us in the upper echelon of our peer communities.

Walkability is highly dependent on land use and urban form in addition to complete and comfortable facilities. Because trips are short, walking requires proximity and is supported by density, mixed-use, and compact form. Walkability is also responsive to good urban design; attractive and engaging places are appealing to pedestrians.

Bicycling

Bicycling as a travel mode presents one of Flagstaff's best opportunities for reducing vehicle trips and increasing the share of trips made by active modes.

Bicycles make it possible to travel longer distances, and to carry cargo as well. Flagstaff's compact size means that most of Flagstaff is contained within a bikeable area, so in theory, most in-town trips could potentially be converted to bicycle trips. In Flagstaff the average



trip is a little over four miles in length, and almost 60 percent of all trips are less than five miles in length. This distance is eminently bikeable, provided it can be made comfortable and appealing for the average person.

Biking is also a big part of Flagstaff's culture and identity. Flagstaff is becoming a world-class destination for mountain biking, with more than 300 miles of recreational single-track trails in proximity. Flagstaff also hosts numerous bicycle-themed events throughout the year.

Status of walking and biking

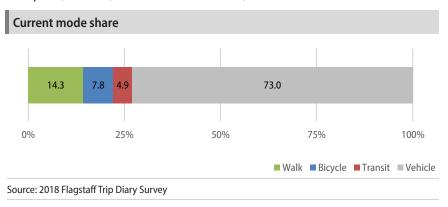
Infrastructure

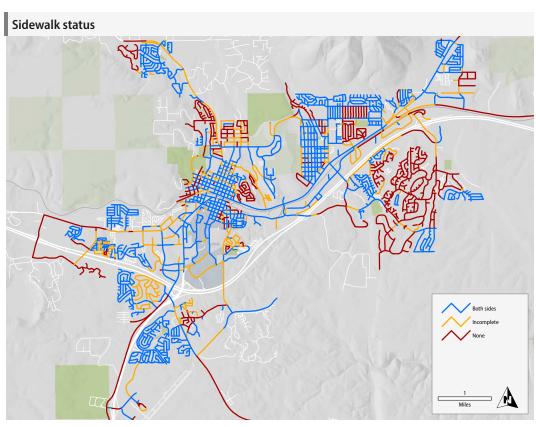
The term infrastructure refers simply to the physical facilities for walking and biking. This document generally references five main types of infrastructure: sidewalks, bikeways, FUTS trails, enhanced crossings, and bridges and tunnels. This section provides a qualitative and quantitative assessment of current infrastructure conditions.

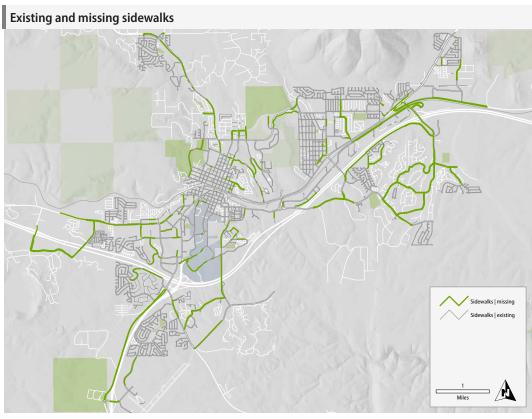
- Sidewalks. Sidewalks are present on 70 percent of Flagstaff's major street network.
 However, only about half of all public streets (53 percent) have sidewalks along both sides of the street, and 29 percent have no sidewalk at all.
- Bike lanes. There are 97 miles of designated bike lanes in Flagstaff, and another 34 miles of usable shoulders. Bike lanes are present on 71 percent of major streets, but there are 70 miles of missing bike lanes.
- FUTS trails. There are 58 miles of existing FUTS trails in Flagstaff, and another 82 miles of planned trails. Of the existing trails, about half are paved and half are aggregate surfaced.
- Crossings. Flagstaff has installed flashing beacon crossings at 10 different locations in the past several years. However, there are numerous street corridors in Flagstaff that are difficult to cross due to the speed, volume, and width of the street, and more than

30 percent of major street intersections do not fully accommodate pedestrian crossings.

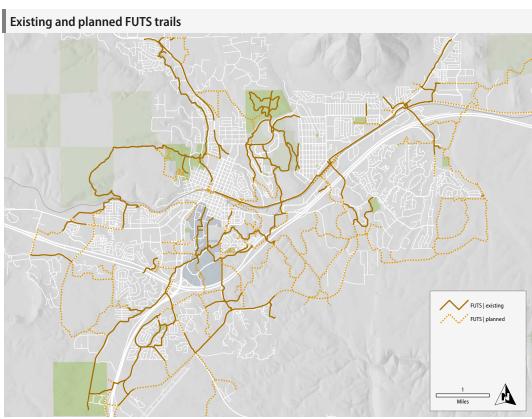
Grade-separated crossings. There are 21 existing grade-separated crossings in Flagstaff, including 10 bridges or tunnels











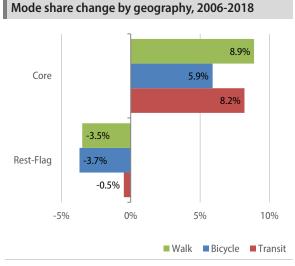
that are exclusively for the use of pedestrians and bicyclists. The presence of two

interstates and the railroad through Flagstaff create significant breaks in pedestrian and bicycle networks.

Mode share

Mode share is the percentage of trips that are taken by different modes of travel, including walking, biking, transit, and private vehicles, and a direct measure of the status of walking and biking in a community. Overall, Flagstaff's mode share numbers are relatively strong and indicative of a good climate for walking and biking; however, flat or declining trends indicate that more work is needed.

Mode share. According to the 2018 Flagstaff Trip Diary Survey, 22 percent of all trips in Flagstaff are made by walking and biking, including 14.3 percent by walking and 7.8 percent by bicycle.



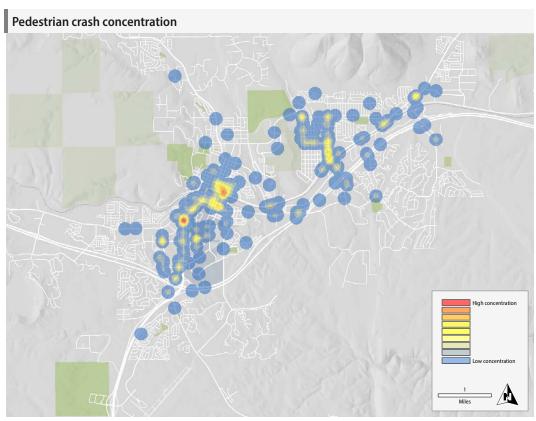
Source: 2018 Flagstaff Trip Diary Survey

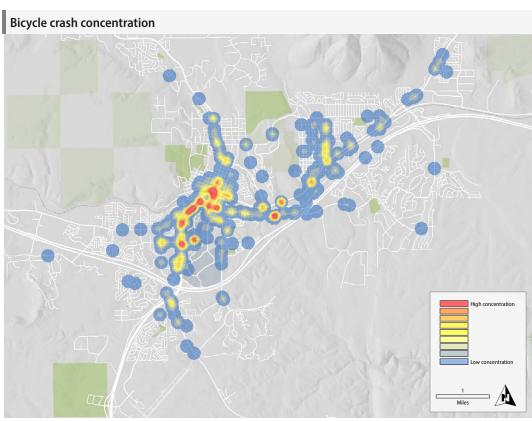
- Trends. The percentage of trips made by walking has increased somewhat since 2006, while the percentage of bicycle trips has declined, based on composite data from the Trip Diary Survey and the American Community Survey.
- Geography. In the core area of Flagstaff, which includes Downtown, the Southside neighborhood, and the NAU campus, people are much more likely to walk or bike than in the rest of Flagstaff. The combined walk and bike mode share is 44.2 percent in the core area, but only 12.7 percent for the rest of Flagstaff. Between 2006 and 2018, walking and biking mode share increased by 14.8 percent in the core area of Flagstaff but decreased by 7.2 percent in the rest of Flagstaff.
- Peer cities. In comparison to our peer communities cities in the west with a similar population to Flagstaff and a large public university Flagstaff is among the leaders in walk share to work (third of 20 cities), but lags behind our peer communities in bicycle mode share to work (12th of 20 cities).

Safety

Review of pedestrian and bicycle crash data provides our best indicator of safety for active transportation. However, there is not comparable data for our peer cities, so it is difficult to make comparisons. There is also little information on number of pedestrians and bicyclists, so exposure and crash rates cannot be determined. Several years of data is available, so it is possible to see if the number of crashes is increasing or decreasing.

Crashes. Flagstaff has an average of 29 crashes involving pedestrians each year, and





an average of 52 crashes involving bicyclists.

- Trends. Annual numbers for both pedestrian and bicycle crashes in Flagstaff have generally trended downward since 2001
- Pedestrian injuries and fatalities. More than a quarter (26.4 percent) of all pedestrian crashes in Flagstaff result in serious injury or death to the pedestrian, and pedestrian fatalities represent almost half of all traffic fatalities in Flagstaff.
- **Bicyclist injuries and fatalities.** Fewer than six crashes per year on average in Flagstaff result in serious injury to the bicyclist., and 11.7 percent of bicycle crashes result in serious injury or death. Flagstaff did not see a fatal bicycle crash between 2013 and 2020, but there were two fatalities in the first half of 2021. In the four years from 2009 to 2012, there was one fatal bicycle crash per year.

National measures

National measures and recognition programs can be somewhat general and oversimplify conditions, but they afford an opportunity for comparison to other communities. They

also offer an outside, third-party perspective of Flagstaff. Two national measures for walking and two for biking are referenced here: Walk Score and Bike Score (walkscore.com) are online services that measure the walkability or bicycle friendliness of communities and neighborhoods, while Walk Friendly Communities and Bicycle Friendly Communities are national evaluation and recognition programs.



Walk Score. Flagstaff's Walk Score of 38 places

it in the "Car Dependent" category and is an indication that most errands require a car. Our Walk Score places us at the lower end of our peer communities; 14th out of our 20 peer cities, and below the average score of 43. The apparent discrepancy between Flagstaff's Walk Score, which is somewhat low, and walking mode share, which is favorable compared to our peers, can be explained by the fact that Walk Score is calculated city-wide, while walking mode share is influenced by very high mode share in the central part of Flagstaff.

- Bike Score. Flagstaff's Bike Score of 65 places it in the "Bikeable" category and indicates that some bicycle infrastructure is present. Our Bike Score places us 8th out of 20 peer cities, and just above the average score of 61.
- Walk Friendly Communities. Flagstaff was designated as a Walk Friendly Community at the bronze level in 2011, one of 11 communities recognized nationally in the inaugural round of the program. We are the only community in Arizona, and one of 76 cities across the country, to be designated.
- Bicycle Friendly
 Communities. Flagstaff
 was designated
 a Bicycle Friendly
 Community in 2006 at
 the bronze level and
 promoted to silver
 in 2010. There are
 488 bicycle friendly
 communities across
 the country and 13 in
 Arizona.



Challenges for walking and biking

The points below summarize the circumstances and conditions that make it difficult to walk and bike in Flagstaff.

- Streets that are difficult or uncomfortable for walking and biking. On many arterial and collector streets, the speed, volume, and lanes of traffic, in combination with inadequate facilities for walking and biking, discourage pedestrian and bicycle use. Obvious examples include major streets like Milton Road and Route 66, but other streets like Butler Avenue, Woodlands Village Boulevard, Cedar Avenue, Lone Tree Road, and Fourth Street are also problematic.
- Barriers dividing the community. Linear features, including the BNSF tracks, both interstates, and busy streets, are barriers that make pedestrian and bicycle travel more challenging. There are very few dedicated crossings for pedestrians and bicyclists along the railroad tracks and interstates, and few formal crossings on many streets.
- Challenging and difficult intersections. A number of intersections are characterized by multiple turn lanes, long crossing distances, high-speed turning movements, and less than adequate accommodation for walking and biking.

- Isolated neighborhoods. Flagstaff's geography has created numerous locations with limited ways to get to or from them. Often the corridors of access to the neighborhood are busy streets with less than ideal facilities for walking and biking. Some examples:
 - The Country Club area to the southeast is connected by three main corridors –
 Country Club Drive, Fourth Street, and Butler Avenue but only Fourth Street has adequate facilities for walking and biking.
 - Neighborhoods south of I-40, including University Heights, Ponderosa Trails, and Bow & Arrow, are cut off by the interstate and must use either Beulah Boulevard or Lone Tree Road to travel north.
 - Neighborhoods to the west of Downtown along Route 66 have few alternatives for walking and biking other than West Route 66, which has no sidewalks and inconsistent shoulders.
 - The BNSF tracks create a barrier for pedestrian and bicyclist travel through Downtown and Southside; track crossings are limited to Milton Road, Beaver Street, and San Francisco Street.
 - Milton Road remains a significant obstacle for walking and biking, both along and crossing the street. The NAU campus provides alternate routes to Milton on the east, but there are few viable options to the west.
- Gaps and inconsistencies in the bicycle network. Although bike lanes are included along many arterial and collector streets, there are still significant missing segments to discourage bicycle use, and bike lanes disappear at many intersections. While many communities have embraced separated bike lanes to appeal to a wider audience, Flagstaff is just beginning to explore and implement. In general, Flagstaff's bicycle network lacks overall cohesion.
- Maintenance challenges. Maintenance of pedestrian and bicycle facilities remains a concern, especially in winter months. Bike lanes are not always cleared of snow, and the use of cinders in winter months creates challenges on both sidewalks and bike lanes. Frequent freeze-thaw cycles are especially destructive to sidewalks, bike lanes, and FUTS trails.
- Pedestrian and bicycle accommodation during closures. Pedestrian and bicycle accommodation is not always adequately addressed during closures of sidewalks, bike lanes, and FUTS trails due to construction, repairs, or utility work, and facilities appear to be closed unnecessarily at times. Public notification is inconsistent.
- Few initiatives for education, enforcement, and encouragement. Communities with robust pedestrian and bicycle environments typically support walking and biking with a variety of programs that go beyond infrastructure and facilities. In comparison

to its peers, Flagstaff has few formal programs for education, enforcement, or encouragement.

The opportunity in Flagstaff

While there are significant challenges, Flagstaff is also uniquely positioned to become a great community for walking and biking, for several reasons:

- Healthy mode share. Flagstaff already has a lot of people who are biking and walking:
 22 percent of trips in Flagstaff are made by walking or biking.
- Good basic facilities. Sidewalks and bike lanes on major streets are substantially complete, which means the City only needs to focus on a few priority locations.
- Compact and dense urban form. Flagstaff is a compact city and becoming denser. The Downtown, Southside, and NAU campus form a dense core where there is already substantial walking and biking. The remainder of Flagstaff is compact enough to allow travel on foot or by bicycle.
- Short trip length. Many trips made in Flagstaff are short and can potentially be converted from driving to walking or biking. For private vehicle trips, a total of 37 percent are less than 2.5 miles in length, and 11 percent are less than a mile. By

comparison, 80 percent of bicycle trips are less than 2.5 miles, and 53 percent of walking trips are less than a mile.

Northern Arizona
University has more than 20,000 students on campus who are good candidates to use walking and biking for daily travel. The NAU campus is located in the central core of Flagstaff, and is becoming denser as the university grows.



20 years of funding.

Flagstaff has 20 years of funding for pedestrian and bicycle projects via the 2020 transportation sales tax. This tax, which was approved by Flagstaff voters in 2018, is an available and committed funding source for implementation of the infrastructure

recommendations in this plan. Tax funding can also be used to leverage grant opportunities, partnerships, and other sources to build more pedestrian and bicycle infrastructure.

Robust transit system. Flagstaff has a robust transit system. In 2019, more than 2.5 million trips were taken on Mountain Line transit, representing an increase of 250 percent since 2006. Walking and biking support transit since many transit trips start with one of these modes, and transit supports walking and biking by providing a backup option and allowing longer trips.



- Active and engaged population. Flagstaff is an active, civically engaged community that supports walking and biking, values outdoor activity and access to open space, and supports sustainability and the environment.
- Community support. Surveys of Flagstaff residents consistently show broad support for walking, biking, and trails, a willingness to tax themselves to fund sustainable transportation, and a strong interest in making Flagstaff more walkable and bikeable.
- Flagstaff Urban Trails System. The FUTS is one of our most important and well-used facilities for walking and biking. FUTS includes 58 miles of shared use pathways that connect throughout the community, provides a safe and comfortable place for users away from traffic, and encourages both transportation and recreational use.
- Climate action and sustainability goals. In June of 2021, the City approved the Carbon Neutrality Plan, which sets a target for 54 percent of all trips to be made by walking, biking, or transit. Because transportation is a significant contributor to greenhouse gas emissions, promoting sustainable transportation options is critical for meeting the City's climate targets.
- **Favorable weather**. Although Flagstaff sometimes sees heavy snowfalls, most winter days are still clear and sunny, and snow tends to melt quickly. As a result, walking and biking are still viable transportation options through the winter. Spring, summer, and fall are often ideal for walking, biking, using trails, and being outdoors.

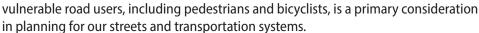
3 Goals, policies, and strategies

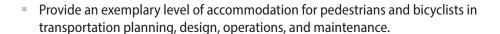
Goals are desired results which the community envisions and commits to achieve. Goals are written to be somewhat high level and aspirational. Policies are a deliberate course of action to guide decisions and achieve our stated goals, while strategies are specific actions or steps to implement the goals and policies. Policies and strategies are intended to provide specific direction.

Goals

As set forth in this plan, it is the goal of the City of Flagstaff to...

- Create an inclusive multimodal transportation system that provides access, mobility, and efficient transportation options for people of all ages and ability.
- Recognize that people who travel on foot, by bicycle, or by transit are legitimate users of the transportation system and deserving of the same considerations as motorized users.
- Ensure that safety and accommodation for





- Promote equity by actively working to ensure that all segments of the population have equal access to safe and functional transportation and equal opportunity for mobility, regardless of age, ability, gender, race, income status, location, or situation.
- Maintain Flagstaff's streets, sidewalks, bikeways, crossings, and FUTS trails in good condition and free of snow, debris, and blockages to ensure safety and functionality



for all users, regardless of transportation mode.

- Provide a range of functional and attractive transportation options so that all residents and visitors have choices in how they move around the city.
- Integrate transportation and land use planning such that development decisions support transportation goals, and transportation planning advances the community's vision for the built environment.
- Build networks for walking and biking that are continuous, attractive, safe, comprehensive, and convenient.
- Provide crossings where they are needed and useful, and avoid building streets that function as barriers, in recognition of the essential need of pedestrians and bicyclists to cross streets.
- Design and build transportation infrastructure that is appropriate for the context of the corridor, neighborhood, or district where it is located.
- Reduce the demand for single-occupancy vehicle use and increase options for walking, biking, and transit as a fundamental approach to transportation planning.
- Make transportation decisions that support a variety of community values, including community character, sustainability, public health, economic vitality, environmental stewardship, equity, and safety.



Policies and strategies

1 Infrastructure

1.1 Implement networks for walking and biking that are continuous, attractive, safe, comprehensive, and convenient.

- Complete missing sidewalks along major streets and develop a complete pedestrian network of sidewalks, FUTS trails, walkways, and crossings.
- Implement a city-wide network of low-stress bikeways.
- Expand and enhance the network of FUTS trails.
- 1.2 Provide frequent and comfortable crossings to eliminate barriers and avoid breaks in pedestrian and bicycle networks.
 - Develop policies, guidelines, and design guidance for at-grade crossings to ensure that pedestrians and cyclists have safe and convenient crossing opportunities.
 - Review the warrants process for crosswalks and enhanced crossings to support pedestrian safety and functionality.
 - Work with ADOT to identify locations for crossings on state-managed streets within Flagstaff and develop a plan for appropriate facilities.
 - Review intersections where pedestrian crossings are prohibited on one or more legs for opportunities to remove the prohibitions.
- 1.3 Ensure the availability of functional bike parking.
 - Maintain an inventory of existing bicycle parking, and conduct an analysis based on the inventory to identify where additional bike parking is needed.
 - Consider lower applicability thresholds in the Zoning Code to require bike parking when warranted.
 - Review current requirements for bike parking to ensure that an adequate number of spaces is provided.
 - Develop standards and requirements for the Zoning Code for long-term bike parking where it is beneficial, including office and industrial uses and multi-family residential development.
 - Consider requirements and incentives for new development to provide enhanced bicycle parking, including covered parking, bike lockers, parking enclosures, and indoor parking.
 - Explore options for temporary or valet bike parking for events and festivals. This
 may be accomplished by working with City staff, event organizers, and civic
 organizations to develop incentives and / or requirements.
 - Implement a City program to provide low-cost or no-cost bike racks to private

locations and facilities where bike parking is needed.

- Update development review processes to help developers meet bicycle parking requirements and standards.
- Add bike parking clusters and corrals at suitable locations in Downtown, the Southside, and other major activity centers.
- 1.4 Incorporate wayfinding signage to enhance the functionality of walking and biking networks.
 - Establish standards and guidelines for signage that is coordinated across pedestrian, bicycle, and FUTS networks.
 - Develop and implement a comprehensive system of signage and pavement markings as an integral part of the bikeway network.



- Install additional wayfinding signs for the FUTS system, including additional map kiosks at key locations.
- Provide destination and wayfinding signs along key pedestrian networks.
- 1.5 Work with the City's transportation partners to unify walking and biking networks.
 - Integrate walking and biking connections with the transit network.
 - Coordinate with Northern Arizona University to complete the pedestrian and bicycle network to and through the NAU campus, including new or enhanced points of non-motorized access between the community and campus.
 - Participate in the planning processes of other road-managing agencies, and include them as stakeholders in City plans, to support coordination across jurisdictions.

- 1.6 Connect walking and biking facilities with regional trails and open space to ensure convenient access from all Flagstaff neighborhoods.
 - Plan and implement a system of greenways, parks, and open space in conjunction with the FUTS network.
 - Collaborate with the Flagstaff Trails Initiative and other trail managing agencies on regional trails planning and implementation.
 - Implement a plan for non-motorized points of access between Flagstaff neighborhoods and the national forest and regional open space.
 - Plan for direct connections and integration between pedestrian, bicycle, and FUTS networks and regional trails and natural areas.
 - Identify potential locations for trail hubs as major points of connectivity between regional trails and the FUTS system.
 - Work with Coconino County and the Forest Service to plan for non-motorized commuter access from outlying communities to Flagstaff.
- 1.7 Identify and take advantage of opportunities to fund and implement the pedestrian and bicycle network.
 - Develop 5-year and 20-year plans for construction of pedestrian and bicycle projects for inclusion in the City's capital improvements program.
 - Develop guidelines and standards to ensure that pedestrian and bicycle accommodation is addressed in City capital projects and private development, in a fair and consistent manner.
 - Find opportunities to include pedestrian and bicycle facilities in capital and street projects undertaken by other agencies, including NAU, Coconino County, and ADOT.
 - Monitor grant opportunities that could be used for pedestrian and bicycle projects.
 - Explore options to make project delivery more efficient and faster, including alternative project delivery methods, especially for small projects.

2 Maintenance and operations

2.1 Maintain walking and biking infrastructure in a state of good repair.

- Keep up-to-date inventories of facilities and conditions, coordinate information sharing across City divisions, and establish shared priorities for maintenance so the most important facilities and concerns are addressed first.
- Ensure that maintenance budgets are adequate to keep facilities in good condition and explore additional funding sources.
- Conduct a review of peer communities and other cities for ideas, programs, and best practices for maintenance.
- Develop standards and guidelines for sustainable facilities to reduce the need for and costs of maintenance.
- Establish a regular maintenance schedule and program for walking and biking facilities, based on minimum standards or targets for condition.
- Review current maintenance practices to find efficiencies and implement best practices.
- 2.2 Clear ice and snow from pedestrian and bicycle facilities to keep them usable through the winter months.
 - Adopt snow clearing policies and practices for bike lanes, sidewalks, and FUTS trails.
 - Establish a hierarchy of routes for sidewalks, bikeways, and FUTS trails to help prioritize snow clearing.
 - Provide detailed information, schedules, and maps for snow clearing so the public knows what to expect during snow events.
 - Conduct a review of our peers and other communities for ideas, programs, and best practices for snow clearing.
 - Consider a range of options for



compliance and enforcement of private snow removal on sidewalks.

- Include considerations for snow clearing and snow storage in the design and construction of facilities.
- 2.3 Keep walking and biking facilities free of blockages and debris.
 - Provide and promote convenient ways for the public to report obstructions and other problems to the appropriate City department for enforcement.
 - Work with the Flagstaff Police Department on reporting and enforcement of parked vehicles on sidewalks, bike lanes, and FUTS trails.



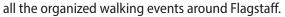
- Review street sweeping schedules and practices for efficiencies and effectiveness, particularly in the winter and spring to keep sidewalks and bike lanes clear of cinders.
- Consider expanding the Citizen Tracker function on the City's website to include support for mapping and reporting from mobile devices.
- Support volunteer and neighborhood efforts that could be expanded to include sidewalk sweeping and vegetation removal.
- Expand the public outreach and education campaign to increase public awareness and encourage the public to keep sidewalks, bike lanes, and FUTS trails clear of blockages, including trash and recycling bins and bulky trash.
- 2.4 Limit the impact of closures on walking and biking facilities.
 - Review the City's procedures for temporary traffic control plans to ensure that sidewalks, bike lanes, and FUTS trails are included and addressed.

- Develop guidelines and standards for closures to minimize the impacts of closures on pedestrians and bicyclists and to ensure they are accommodated when closures occur.
- Consider a fee structure for closures to reflect the cost to the community and to encourage better planning for closures.
- Establish procedures for consistent and systematic notification of closures to the community.
- 2.5 Improve and enhance existing pedestrian and bicycle facilities to meet basic levels of functionality and accessibility.
 - Create an inventory of potential improvements and enhancements, including those that support accessibility and universal design, and prioritize those that are most needed.
 - Include funding for improvements and enhancements as part of the capital plan and budget for pedestrian and bicycle facilities.
 - Identify opportunities to address improvements and enhancements as part of other projects, including capital projects and private development.

3 Support and encouragement

- 3.1 Use information and maps to promote, encourage, and make it easier to walk and bike.
 - Update the City's web page to include useful and current information on walking and biking.
 - Use MoveMeFLG (movemeflg.com) as a central clearing house for information on walking, biking, transit, and other sustainable travel options.
 - Create a dedicated social media presence for active transportation that regularly communicates with the public.
 - Continue publication of the Flagstaff Urban Trails and Bikeways Map in both printed and digital form.
 - Explore the use of online maps with interactive route planning functionality to help users find the best way to walk or bike to their destination.
 - Provide private map services with current and accurate walking and biking information, including Open Street Map, Google maps, and Apple maps.

- Create walking maps for Downtown, Southside, and other neighborhoods, or for specific themes like public art, historic sites, or bird watching, to encourage residents and visitors to explore the community.
- Integrate travel information across a variety of modes walking, biking, transit, bikeshare, micro-mobility, ride hailing services, car share, vanpools, paratransit – to support flexibility and options for mobility.
- 3.2 Promote events and activities that support walking and biking.
 - Promote Bike to Work Week and Flagstaff Walks! as signature Flagstaff events for walking and biking.
 - Work with community partners to organize additional walking and biking events, such as theme walks, community bike rides, or group hikes.
 - Create a walking calendar as a centralized listing of





- Organize cyclovias, open streets, slow streets, and other events that temporarily close street segments and corridors to vehicles and open them to walking, biking, and other activities.
- Seek and publicize national recognition for Flagstaff as a walkable and bikeable community.
- 3.3 Work towards equity and inclusion in pedestrian and bicycle programs.
 - Conduct equity analyses of infrastructure plans to ensure equitable distribution of facilities and to verify that low income and underserved neighborhoods are covered.
 - Develop working relationships with community and neighborhood groups to

- encourage more public involvement in transportation projects and planning processes.
- Establish formal equity guidelines and practices to foster better inclusion in our planning processes.
- Engage with relevant boards and commissions, including the City's Diversity Awareness Commission and Commission on Inclusion and Adaptive Living, and MetroPlan/Mountain Line's Coordinated Mobility Council.
- Recruit women, people of color, and other under-represented groups for the Pedestrian Advisory Committee, Bicycle Advisory Committee, and Transportation Commission.
- 3.4 Incorporate universal access as a key component of walking and biking.
 - Review the City's practices and standards for walking and biking facilities to verify that they are compliant with best practices for accessibility.
 - Incorporate principles of Universal Design to create facilities that are usable by everyone regardless of age, ability, or status.
 - Improve accessibility of FUTS trails for all users, and provide better information to the public about accessibility and trail conditions.
- 3.5 Pursue other programs and facilities that are supportive of walking and biking.
 - Implement a city-wide bike share program.
 - Work with local groups to establish a Flagstaff community bicycle collective.
 - Explore space and programming for bike stations and mobility hubs in future public projects, including the Downtown Connection Center, parking garages, and other public facilities.
 - Support the use of bikes, e-bikes, and other micromobility devices for more of the community to enhance mobility options through creative programs and potential financial incentives.
- 3.6 Develop beneficial relationships with our community partners to promote walking and biking.
 - Coordinate with the Convention and Visitor's Bureau to produce useful information on walking, biking, and trails to share with visitors.
 - Work with the City's business retention and attraction specialists to promote

walking, biking, and trails as community assets for business retention and attraction.

Coordinate efforts to promote walking and biking with Northern Arizona

University.

- Stay engaged with a broad range of stakeholder groups and individuals, including advocacy groups, public health professionals, neighborhood associations, healthcare providers, wellness coordinators, and bike and outdoor shops.
- Support local advocacy groups for walking and biking.



4 Safety

- 4.1 Establish comprehensive education and safety programs for pedestrians, bicyclists, and motorists.
 - Organize an on-going schedule of safety and education classes.
 - Recruit community members to become League Certified Instructors (LCI) for bicycle safety, including individuals from the Flagstaff Police Department, NAU, and the Pedestrian Advisory Committee, the Bicycle Advisory Committee, and Transportation Commission.
 - Expand the Bicycle Diversionary Class program to provide an education alternative for bicyclists who receive traffic citations.
 - Use on-going safety campaigns to disseminate pedestrian and bicycle safety information.
 - Explore options to help educate motorists on safe and courteous driving practices

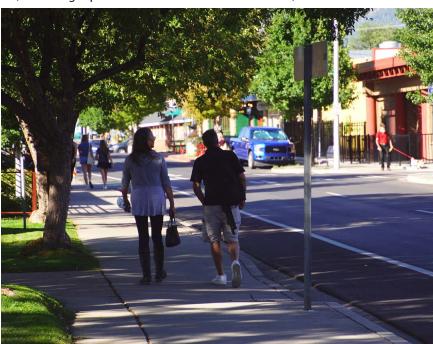
around pedestrians and bicyclists.

4.2 Conduct walking and bicycling safety reviews.

 Establish a City safety panel which meets regularly to share and review safety information for all modes, including representatives from law enforcement,

transportation planning, engineering, and public works.

- Conduct roadway safety audits or assessments at locations identified as having high volumes or rates of crashes.
- Collect before-andafter counts and crash data for major transportation projects to assess their impact and better understand



the factors that affect pedestrian and bicycle crashes.

4.3 Re-establish a community-wide Safe Routes to School (SRTS) program.

- Work with FUSD and charter schools to develop detailed inventories of walking, biking, and transit opportunities and deficiencies in the vicinity of school campuses with the goal of creating safe to school routes and maps.
- Partner with FUSD on improvement projects using Adjacent Ways and other available funding sources.
- Team with the Coconino County Injury Prevention program to identify on-going sources of funding for an SRTS coordinator and program.
- Develop a toolkit of options for schools to address drop-off and pick-up traffic that focuses on walking, biking, transit, school buses, car-pooling, and other programmatic solutions, rather than relying on more extensive vehicle infrastructure.
- Engage school bicycle and mountain bike clubs to promote education and

encouragement.

- 4.4 Work with the Flagstaff Police Department to advance enforcement efforts that improve safety for pedestrians and bicyclists.
 - Re-establish a bike patrol within the Flagstaff Police Department.
 - Conduct regular targeted enforcement efforts; work with the Flagstaff Police
 Department to identify the most serious and impactful offenses to target, and
 include an educational component to maximize the effectiveness.
 - Hold in-service pedestrian and bicycle training for officers to ensure they are wellversed in pedestrian and bicycle laws and safe behaviors.
 - Recruit Flagstaff Police Department officers as potential LCI candidates and instructors for bicycle safety classes.
- 4.5 Make sure walking and biking facilities allow and encourage safe behavior for all users.
 - Discourage bicycling on sidewalks through better infrastructure and education.
 - Promote user courtesy on FUTS trails via public outreach and education.
 - Address perceived safety concerns along FUTS trails with better design and information.
 - Encourage bicycle helmet use through education and enforcement.
 - Work with law enforcement to reduce the incidence of bike theft through convenient bicycle registration and better bicycle parking and storage.

5 Transportation and land use planning

- 5.1 Use travel demand management (TDM) as a guiding principle for transportation and land use planning.
 - Develop a plan for TDM that includes a broad list of potential strategies and an assessment of how they might be implemented.
 - Work with Mountain Line, NAU, the Downtown Business Alliance (DBA,) and other community partners to develop and implement TDM strategies.
 - Establish a process that allows a developer to choose from a menu of TDM strategies to offset or mitigate traffic impacts, including adding or enhancing

- pedestrian and bicycle facilities, as an alternative to building road capacity projects.
- 5.2 Establish a "complete transportation" process for all City transportation plans and projects that incorporates broad community objectives for community character, sustainability, public health, economic vitality, environmental stewardship, and equity.
 - Expand considerations for walking, biking, and transit in transportation impact analysis (TIA) and traffic modeling.
 - Follow principles of context-sensitive solutions and complete transportation in all transportation plans and projects.
 - Adopt and implement a Complete Streets policy.
- 5.3 Design and build streets that are safe, comfortable, and functional for pedestrians and bicyclists.
 - Establish design standards and guidelines for streets and intersections that emphasize safety and comfort of all users over solely the speed and flow of vehicles.
 - Incorporate principles of traffic calming and speed management into all street projects.
 - Consider pedestrian and bicyclist crossings in the design of all street projects, and accommodate regular and comfortable crossings.
 - Expand neighborhood traffic calming projects at appropriate locations city-wide, and consider traffic calming elements for new neighborhood streets.
- 5.4 Incorporate principles of placemaking in street design and pedestrian and bicycle infrastructure.
 - Incorporate public art and decorative design elements in transportation facilities.
 - Integrate Great Streets principles in pedestrian, bicycle, street, intersection, and corridor projects and plans.
 - Protect and celebrate cultural, historic, and natural resources where they exist along walking and bicycling networks.
 - Find locations for and install benches, seating areas, civic spaces, and gathering areas along walking and biking networks.

- 5.5 Adopt design guidelines that reflect best practices for pedestrian and bicycle infrastructure.
 - Develop detailed design guidelines for walking and biking facilities based on best practices, innovative facilities, and reference guides from national sources such as AASHTO, PROWAG, and NACTO.
 - Revise the Zoning Code and Engineering Standards to incorporate new standards where appropriate.
 - Provide training and education on best practices for pedestrian and bicycle facilities for staff, design professionals, policy makers, and the community.

6 Evaluation

- 6.1 Collect and analyze data related to walking and biking.
 - Establish a regular program of pedestrian and bicycle counts, including counts on FUTS trails.

Explore other sources for information on walking and biking patterns, including

acquisition of thirdparty data.

- Produce an annual report for pedestrian and bicycle crash data.
- Collect and analyze mode share data to assess the health of walking and biking.
- Support MetroPlan's periodic Trip Diary Survey and other data collection efforts regarding travel patterns and mode share.



- 6.2 Provide opportunities for community engagement and feedback.
 - Keep the City Council, boards and commissions, and committees informed and

actively engaged in walking, biking, and trail issues.

- Conduct regular, periodic surveys on walking and biking through the Flagstaff
 Community Forum, including annual user surveys for walking, biking, and FUTS.
- Facilitate convenient methods for public reporting of walking and bicycling concerns.
- 6.3 Conduct regular assessments of walking and biking conditions.
 - Use pedestrian, bicycle, intersection, and crossing comfort indices to help assess the pedestrian and bicycle environment.
 - Use feedback from national programs like the Walk Friendly Community and Bicycle Friendly Community programs to better understand where improvement is needed.
 - Conduct regular neighborhood walking, biking, and accessibility audits as a community-based tool for evaluation and education.
 - Conduct an annual review to assess the progress made on implementation of this ATMP, and report the results to the public, stakeholders, boards and commissions, committees, and the City Council.

4 Outcomes, indicators, and targets

This section describes the desired results of this plan, as well as measures to determine if those results are being achieved.

- Outcomes. The anticipated results or consequences that follow from implementation of this plan. They describe desired conditions, how walking and biking should function, and where Flagstaff wants to go. If goals, policies, and strategies are the journey, then outcomes are the destination.
- Indicators. Points of data that demonstrate the extent to which Flagstaff is achieving the desired outcomes of this plan. They are specific and measurable and a direct indication of whether progress is being made.
- **Targets.** A subset of indicators that include a specific milestone to attain within a specific timeframe. Targets are set for a few, but not all indicators.

Outcomes and indicators

Walking and biking are frequently used transportation options for everyone

- Mode share. The percentage of trips made on foot and by bicycle (mode share) is increasing, based on the MetroPlan Trip Diary Survey.
- Mode share for work trips. The percentage of work commute trips made by walking and biking is increasing, as reported by Journey to Work data from the American Community Survey.
- **Counts.** Pedestrian and bicycle counts at key locations show that more people are walking and biking.

People can travel anywhere in the community by walking or biking on safe, comfortable, and efficient networks

- Sidewalk completion. The percentage of major streets with sidewalks along both sides is increasing.
- Bikeway completion. The percentage of planned bikeways, especially primary and secondary bikeways, that have been built or implemented is increasing.
- **FUTS coverage**. The percentage of residents and neighborhoods within a quarter mile of the FUTS system is increasing.
- Intersection accommodation. The percentage of major intersections with adequate

pedestrian and bicycle facilities is increasing.

• **Crossing distance**. The number of segments along major streets where the distance between major crossings exceeds desired lengths is decreasing.

Walking and biking is safe and comfortable

- Comfort indices. The number of street segments and intersections that are rated
 as "uncomfortable" or "very uncomfortable" in pedestrian, bicycle, intersection, and
 crossing comfort indices is decreasing.
- **Crash rates**. The number and rate of pedestrian and bicycle crashes are decreasing.
- **Community perception**. Responses to public surveys indicate a general trend that walking and biking are becoming more comfortable for more people.
- **Bikeways**. An increasing percentage of the low-stress bikeways network has been implemented.

Biking and walking are celebrated as a part of Flagstaff's identity

- Walk and bike-friendly communities. Flagstaff's designation advances from Bronze and Silver.
- Walk Score and Bike Score. Flagstaff's community scores are increasing and are above the averages of our peer communities.
- National ratings and rankings. Flagstaff appears or moves up on national rating and rankings for pedestrian and bicycle friendliness.
- Events. There are a variety of walking and biking-themed events and activities in Flagstaff, and the number of events is generally increasing.



Transportation in Flagstaff has a lower climate impact

- Greenhouse gases. Total greenhouse gas emissions from the transportation sector are decreasing.
- Per-capita vehicle miles traveled. The average number of vehicle miles traveled per person is decreasing.
- **Vehicle miles traveled**. The total number of vehicle miles traveled for the community is decreasing.

Walking and biking are enjoyed by everyone in the community

- Mode share for specific populations. The percentage of trips made by walking and biking is increasing across age, gender, race, and income demographics.
- Geographic distribution. The percentage of Flagstaff neighborhoods without pedestrian and bicycle facilities, or with significant gaps in the pedestrian and bicycle networks, is decreasing.
- Universal access. The number of locations along pedestrian and bicycle networks that do not meet minimum guidelines of ADA or principles of universal design is decreasing.
- Low-income neighborhoods.
 Counts of pedestrians and bicyclists at key locations in low-income neighborhoods is increasing.

Table 4.1 Walking and biking target	S		
Target	Current	5 years	20 years
Mode share			
Walk-bike-transit (all trips)	27%	38%	54%
Walk-bike-transit (work trip)	17%	24%	34%
Safety			
Ped/bike fatalities	3	0	0
Total ped/bike crashes	81	65	41
Recognition			
Walk friendly	Bronze	Gold	Platinum
Bike friendly	Silver	Gold	Platinum

Targets

A total of six targets are established for

mode share, safety, and recognition. Short-term targets are established for five years from 2020 (2025) and long-term targets are set at 20 years (2040).

Mode share

Mode share information is collected from MetroPlan's Trip Diary Survey for all trips, and from the American Community Survey for the work commute. Target mode share numbers reflect a 40 percent increase in walk, bike, and transit trips within five years, and a 100 percent increase, or doubling of current mode share, in 20 years.

Safety

The City's target is for zero pedestrian and bicyclist deaths in the next 20 years, as well as a 20 percent reduction in all crashes after five years, and a 50 percent reduction in 20 years. Taken together, the safety and mode share targets mean that Flagstaff's goal is to cut pedestrian and bicycle crashes in half, even as the number of pedestrians and bicyclists grows by double.

Recognition

Recognition targets are based on the Walk and Bike Friendly Community programs. In both cases, the City aspires to Gold status within five years, and Platinum designation by 2040.

5 Implementation

This section addresses opportunities for implementation of the ATMP. Implementation must be a comprehensive, broad-based approach that considers capital and private development projects, on-going planning and programming efforts, and internal review processes and procedures. It is important to recognize that there are opportunities for implementation in every decision that is made and every action that is taken, at every level and no matter how large or small. The cumulative impact of these decisions and actions either brings Flagstaff closer to goals and policies of the ATMP, or it moves us further away.

Priority actions

This list represents the most important and highest impact actions that can be taken to implement the ATMP and enhance walking and biking.

- 1 Construct priority pedestrian and bicycle projects over the next five years. Funding from the transportation sales tax and first/last mile grant is available for these projects. (Policy 1.1)
- **2** Establish a functional bikeways network, including wayfinding signage. (Policies 1.1 and 1.4)
- **3** Explore grants and other funding sources, as well as other means for implementation, to leverage available funding for new infrastructure and programs. (Policy 1.7)
- **4** Develop detailed design guidelines and standards for pedestrian facilities, bikeways, and FUTS trails, and initiate amendments to the Zoning Code and Engineering Standards to codify them. (Policy 5.5)
- 5 Conduct a comprehensive review of the City's Engineering Standards and Zoning Code, particularly street standards, to identify opportunities to better support walking and biking. (Policy 5.5)
- 6 Establish a process for transportation plans and projects that incorporates the principles of "complete transportation" and addresses broad community objectives for community character, sustainability, public health, economic vitality, environmental stewardship, and equity; explore options to expand considerations for walking, biking, and transit in transportation impact analysis (TIA) and traffic modeling. (Policy 5.2)
- 7 Review policies and practices for maintenance and snow removal on pedestrian and bicycle facilities and make recommendations for improvement. (Policies 2.1 and 2.2)

- **8** Review the process for issuing permits for closures and detours, including additional guidelines and standards to better address pedestrian and bicycle accommodation. (Policy 2.4)
- **9** Enhance and supplement available information and maps to remove barriers and make it easier to walk and bike. (Policy 3.1)
- 10 Implement strategies to enhance the availability and quality of bike parking. (Policy 1.3)
- 11 Inventory, prioritize, and implement enhancements and repairs along the FUTS
 - system, including improvements to support accessibility for all users. (Policies 2.5 and 3.4)
- **12** Adopt a Complete Streets policy. (Policy 5.2)

The list of priority actions can be reviewed annually to assess progress made on implementation during the previous year, and to consider the next round of priority actions to undertake.



Implementation opportunities

The following describes a wide-ranging list of potential opportunities for implementation of the ATMP.

Funding

- Transportation sales tax. In November of 2018, Flagstaff voters approved Proposition 419, which extends the 2000 transportation sales tax for an additional 20 years, from 2020 to 2040. A total of \$29 million is anticipated from the transportation sales tax over 20 years as a set-aside for pedestrian and bicycle projects.
- First/last mile grant. In late 2020, Mountain Line was awarded a Section 5307-5339 grant of approximately \$5.5 million from the Federal Transit Administration for pedestrian and bicycle infrastructure. The City is partnering with Mountain Line

to identify pedestrian and bicycle projects that would be funded with the grant. Potential projects are drawn from the City's prioritized list of pedestrian and bicycle projects, with additional consideration given to those projects that directly support transit.

 Grants. Historically, grant funding has been an important source of funding for pedestrian and bicycle infrastructure, particularly FUTS trails. With the anticipated adoption of a new federal infrastructure bill, there may be additional opportunities to secure grant funding.

Capital planning and programming

• Capital Improvements Program (CIP). The CIP is a component of the City's annual Budget and Financial Plan that establishes a short-term plan for construction of needed public improvements projects. The CIP is a planning document that represents our priority projects over the next five years. Projects identified in the first year of the program are funded at the beginning of the following fiscal year and can proceed to design and construction. Years two through five of the capital program list other priority projects and indicate when they are anticipated to receive funding for design and construction. Pedestrian and bicycle projects included in the five-year program are those which have been identified as high priority.

Other projects

- Street projects. Several major roadway projects are also planned with proceeds from the transportation sales tax over the next 20 years. Some of these road projects involve widening or completion of existing streets, while others include construction of new street segments. In all cases, these street projects will include sidewalks, bikeways, FUTS trails, and crossings where they are missing or planned.
- Capital projects. Pedestrian and bicycle facilities are frequently included as part of City capital improvement projects, including street and utility projects. This can be more efficient and less costly than building them as stand-alone projects, but it may be necessary to provide additional funds to offset the increase in cost. The Rio de Flag flood control project is an extensive public works project that provides a significant opportunity for pedestrian and bicycle enhancements.
- Private development. Historically, public sidewalks, bike lanes, and FUTS trails have been built by private development as part of their required public improvements. Division 10-30.50 of the Flagstaff Zoning Code requires new development to construct sidewalks, bike lanes, FUTS trails, and other pedestrian and bicycle facilities necessary to mitigate the impacts of the development.
- Transit projects. Because walking and biking directly support transit, pedestrian and bicycle infrastructure can often be included in federal grants and funding for transit projects.

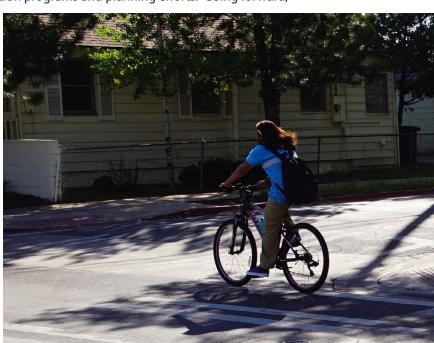
Regulations and plans

- Standards. The City's Zoning Code and Engineering Standards are the two primary regulatory documents for development and infrastructure. Following adoption of the ATMP, both should be reviewed and revised as necessary to incorporate any relevant recommendations from the ATMP.
- Design guidelines. Good design and attention to details are critical to successful
 pedestrian and bicycle facilities. A comprehensive set of design guidelines and best
 practices for pedestrian and bicycle facilities would benefit implementation of the
 ATMP.
- Other plans and programs. The City and other agencies in the region, including Coconino County, Mountain Line, NAU, MetroPlan, and ADOT, are responsible for a variety of on-going transportation programs and planning efforts. Going forward,

these plans and programs may provide opportunities to incorporate the recommendations of the ATMP.

Other opportunities

Pilot projects. Pilot projects are a way to test new facilities and designs without making a long-term investment in permanent infrastructure. They also provide an opportunity to gain public feedback and explore maintenance and operational needs.



- Tactical urbanism. Also referred to as lighter-quicker-cheaper (LQC) projects or pop-up projects, tactical urbanism is a community-driven version of pilot projects. These projects are often used as a demonstration of how right-of-way space could be used differently, for community or civic space versus vehicle space.
- Community partners. While the City will have primary responsibility for implementation of many of the policies and strategies in the ATMP, there is still a substantial and important role in implementation for community partners and stakeholders. Successful implementation requires a community effort and will only succeed with broad participation and support.

Walking and biking programs. Programmatic elements are a critical component of a well-rounded, comprehensive approach to walking and biking. Of the six traditional E's of multimodal transportation planning, only one – Engineering – involves infrastructure. The remaining five – Education, Enforcement, Encouragement, Equity, and Evaluation – are addressed through supportive pedestrian and bicycle programs. To date, the City's efforts have focused on infrastructure, but there is an opportunity and a need to expand programs for walking and biking.

Appendix Common abbreviations

AASHTO American Assn of State Highway Transportation Officials

ACS American Community SurveyADA Americans with Disabilities Act

ADAAG Americans with Disabilities Act Accessibility Guidelines

ADOT Arizona Department of Transportation

ADT Average daily traffic

APS Accessible pedestrian signalsARS Arizona Revised Statutes

ATMP Active Transportation Master Plan
 BAC Bicycle Advisory Committee
 BCI Bicycle Comfort Index
 LBI Lead bicycle interval

CIP Capital Improvement Program
 CSS Context sensitive solutions
 CVB Convention and Visitor's Bureau
 DBA Downtown Business Alliance

FMPO Flagstaff Metropolitan Planning Organization (now MetroPlan)

FUTS Flagstaff Urban Trails System

GHG Greenhouse gases

LAB League of American BicyclistsLCI League Certified Instructor

LOS Level of service

LPI Lead pedestrian intervalMOV Multiple occupant vehicle

MUTCD Manual on Uniform Traffic Control Devices

NACTO National Association of City Transportation Officials

NAU Northern Arizona UniversityNPS National Park Service

PAC Pedestrian Advisory Committee
 PCI Pedestrian Comfort Index
 PHB Pedestrian hybrid beacon

PROWAG Proposed Rights-of-Way Accessibility Guidelines

PTN Permanent transit network

ROW Right-of-way

RRFB Round or rectangular flashing beacon

RRSS Road Repair and Street Safety
 SOV Single occupant vehicle
 TDM Travel demand management
 TIA Traffic impact analysis

TND Traditional neighborhood designTOD Transit oriented development

TWLTL Two-way left turn laneUSFS US Forest ServiceVMT Vehicle miles traveled

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Stacy Saltzburg, City Clerk

Date: 09/17/2021

Meeting Date: 09/21/2021



TITLE

Discussion of Letter Regarding 4FRI RFP Cancellation

STAFF RECOMMENDED ACTION:

Discussion and possible direction.

EXECUTIVE SUMMARY:

On September 14, 2021 the US Forest Service announced that it had decided to cancel the Four Forest Restoration Initiative Phase 2 Request for Proposals. The USFS concluded that the requirements for meeting the restoration objectives (as currently defined in the RFP) were not reasonably aligned to industry needs. In addition, significant financial and investment risks remained which ultimately represented a performance risk to the USFS. Forest health and the Four Forest Restoration Initiative more specifically are of significant interest to the City of Flagstaff and the City Council included this topic as a 2021 federal legislative priority. Staff have drafted a letter detailing the City's goals related to forest restoration.

INFORMATION:

Attachments: USFS 4FRI Letter



OFFICE OF THE MAYOR

211 West Aspen Avenue, Flagstaff, Arizona 86001 Main Line: 928-213-2000 Website: https://www.flagstaff.az.gov

September 21, 2021

The Honorable Tom Vilsack Secretary, U.S. Department of Agriculture 1400 Independence Avenue, SW Washington, D.C. 20250 Mr. Randy Moore Chief, USDA Forest Service 201 14th Street, SW Washington, D.C. 20227

Dear Secretary Vilsack and Chief Moore,

The recent United States Forest Service (USFS) announcement that the Four Forest Restoration Initiative's Phase Two Request for Proposals (RFP) is not able to issue an award is an unfortunate delay. There is an urgent need to scale up restoration-based wood product utilization and prescribed fire operations across northern Arizona to reduce wildfire impacts to communities.

A significant lesson learned from the 2012 Four Forest Restoration Initiative's initial RFP award was that a large, long term contract does not guarantee wildfire risk reduction across the landscape. Nine years later, the evidence is clear that existing federal contracting processes and traditional timber industry-based business models are not in alignment with the landscape-scale implementation needs of the Four Forest Restoration Initiative.

The City of Flagstaff is committed to goals of the Four Forest Restoration Initiative and to collaborative efforts to develop alternative contracting methods, effective fire management partnerships and innovative restoration-based wood utilization models that value the lessons learned from 2012 and 2021. Additional efforts the City has made to invest in wildfire risk reduction include the City's Wildland Fire Management Program, which focuses on wildfire prevention, preparedness, mitigation, response and recovery and the Flagstaff Watershed Protection project, for which 74% of Flagstaff voters approved a \$10 million bond to help reduce the risk of devasting wildfire and post-fire flooding.

The City of Flagstaff would welcome a visit from USFS officials to Arizona to meet with stakeholders of the Four Forest Restoration Initiative and learn more about the need for the project. The City also requests that USFS produce a timeline outlining how the Initiative will be advanced in the future.

Sincerely,



OFFICE OF THE MAYOR

211 West Aspen Avenue, Flagstaff, Arizona 86001 Main Line: 928-213-2000 Website: https://www.flagstaff.az.gov

Paul Deasy Mayor of Flagstaff Becky Daggett Vice Mayor of Flagstaff

Austin Aslan Flagstaff City Councilmember Jim McCarthy Flagstaff City Councilmember

Regina Salas Flagstaff City Councilmember

Adam Shimoni Flagstaff City Councilmember

Miranda Sweet Flagstaff City Councilmember

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Stacy Saltzburg, City Clerk

Date: 09/16/2021

Meeting Date: 09/21/2021



TITLE

<u>Future Agenda Item Request (F.A.I.R.)</u> A Citizens' Petition seeking to "designate that Woody Way Traffic is a one-way street westbound only. Allowing for emergency vehicle access."

STAFF RECOMMENDED ACTION:

Council direction.

EXECUTIVE SUMMARY:

In accordance with Art. II, Sect. 17 of the Flagstaff City Charter, any citizen may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City...who shall present it to the Council at its next regular meeting. The attached petition was filed with the City Clerk's Office on August 24, 2021, requesting to "designate that Woody Way Traffic is a one-way street westbound only. Allowing for emergency vehicle access."

Attached is also presentation materials and information from staff.

INFORMATION:

Chapter 1-12 of the Flagstaff City Code formalizes the information to be required, and the attached petition conforms to those requirements. As outlined in this chapter, the petition is to be submitted to the Council under Future Agenda Item Request (F.A.I.R.) to determine if there is Council interest in placing the item on a future agenda for consideration.

Attachments: Petition #2021-08

Staff Presentation

April 15 2021 Woody Way Gate Update

#2021-08

PETITION TO FLAGSTAFF CITY COUNCIL

Pursuant to Flagstaff City Charter Article II Section 17 and Flagstaff City Code Title I Chapter 12



Pursuant to the Flagstaff City Charter and the City Code, any citizen (resident) of the City may present a written petition to the City Manager, signed by a minimum of 25 citizens from the City of Flagstaff, which shall be presented to the City Council.

Woody Way 880% Increase In Traffic
Woody Way 880% Increase In Traffic Designate that Woody Way traffic
is a one way street west bound
only. Allowing for Emergency Vehicle access.
Brianne Hall (Submitter must also sign below and complete information)
928-525-4305 briannegrace 11@g mail.com (Phone Number and/or e-mail address)

PETITION SIGNATURES

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	Signature
8-14-21	Brianne Hall	1810 Ax Handle Way	Brianne Hall
8-14-21	Garett 4911	1810 Ax Handle Way	Influe
8-14-21	Gary Hall	1774 AX HANDLE Way	eal
8-14-21	PRISCILLA HALL	1774 AX HANDE WAY	Purules Hall
8-14-21	MelodyBowling	1105 Flowing Springs	Milouy Bouling
7-14-2	Fant Jan -	207 [Japon Ch	Ta Dani
8/14/2	Allison Schau	2103 Toponganct	A.Kelley-Siraylog
8/14/21	DAU ID S SCHAUBERT	ZIOS TOBOUCAN CO	
8/14/21	Keith Cayton	2052 W. Freshaire	Keith Carton
8/14/21	Ann Canton	2052 W. Freshaire	an Caston

RECEIVED BY CITY OF FLAGSTAFF					
COUNCIL MEETING DATE					
1/2021					

TITLE OF ISSUE: Woody Way 880% increase in traffic PAGE 2 OF 2

DATE SIGNED	PRINTED NAME	RESIDENCE ADDRESS	SIGNATURE
8/16/21	Ray Friend	1834 Ax Handle Way	AS
8/11/21		1839 Axtandle Why	all but
8-16-21	Rich Kuhr Ma	W 1833 A Hand	MA
8-16-21	KJASON NACKARD	1801 S. HIGHLAND MESA	and
8-17-21	JOSH TAYLOR	1863 S HIGHLAND MESA	/2-
8/17/21	Rebella Taylor	1863 Stignland Mesa	Velecca terge
8/18/21	RANCE COONS	1711 AK STANDLE WE	
8/18/21	Kristine Coons	1711 Ax Handle Way	Mortan 1/5
e/18/21	Jason Corbett	1875 Ax Handle Way	gr Culo
08/18/1071	Patricia Corbett	1875 Astandle Way	PLARLAN
	CLIFFORD SWARY	1804 S. 171617 CAND MESSA (o Mild Sin
8-19-21	Sandra Swaby	18043 Highland Mesa	Sanden Sevely
8-19-202	ROBERT HART	1884 AX HANDLE	The Thirty of
8-19-21	Janet Hart	1884 Ax Handle War	andtart
8/19/2021	GRETA MATJE	2209 S. MAJESTICED.	gat
5/19/2021	Andrew Moore	2209 5. MAJesticky	Martine
8/19/20	Kamin Woods	2136 S. Honland Ma	With
8/19/2021	Samantha woods		Sancia
8/20/202	Marsha Modrell	2005 W. University	Marsha Medical
8/20/2021	Roger Modrell	2005 po. Uniserry	Roger Modrell
(/			



Citizen Petition

Woody Way – One Way September 21, 2021







- Role of Transportation Commission
- Background/History of Woody Way
- Previous Traffic Counts
- Current Pilot Project & Next Traffic Counts
- Upcoming discussions with Transportation Commission

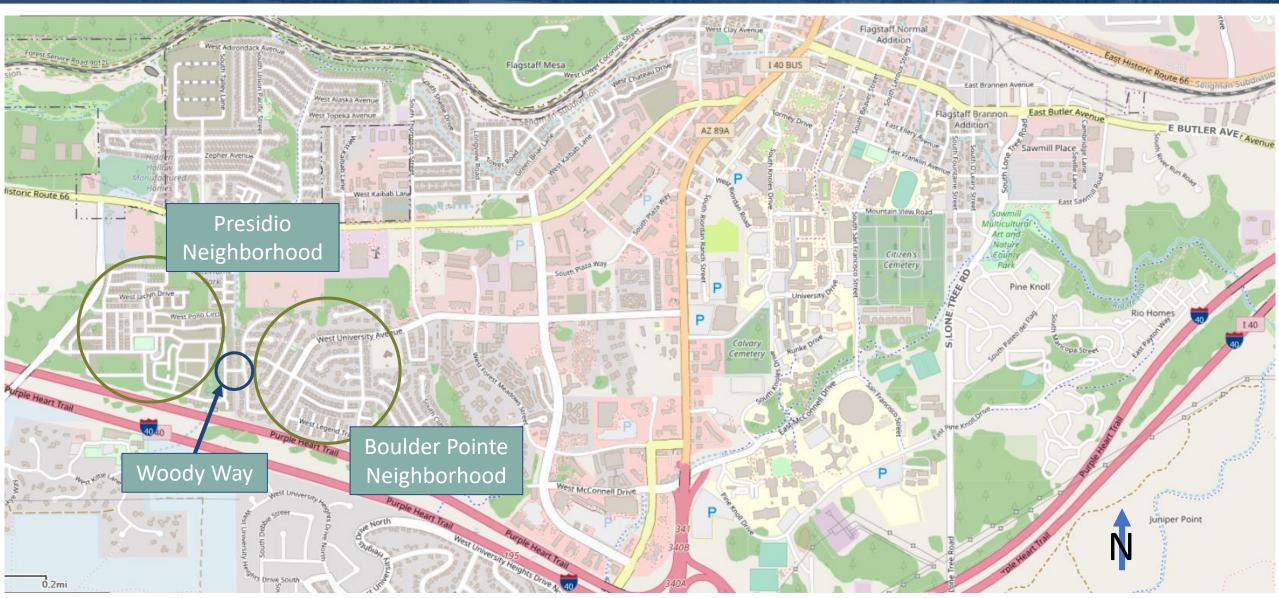






Vicinity Map







Role of Transportation Commission



- City Staff and Transportation
 Commission use the City of Flagstaff's Guidebook for Residential Traffic Management (GRTM)
 - Process to determine if residential neighborhood meets requirements for traffic calming measures
 - Outline for what measures are applicable

Guidebook for Residential Traffic Management



Final Report-February 2012



Prepared for the
City of Flagstaff Transportation Commission
By the Flagstaff Metropolitan Planning Organization & COF Staff



Background/History of Woody Way



Transportation Impact Analysis

 Projected +-580 trips would utilize Woody Way based on Presidio trip generation

Total Lots Presidio in the Pines

• 515

October 2019

- 488 building permits issued
- 488/515 = 95%

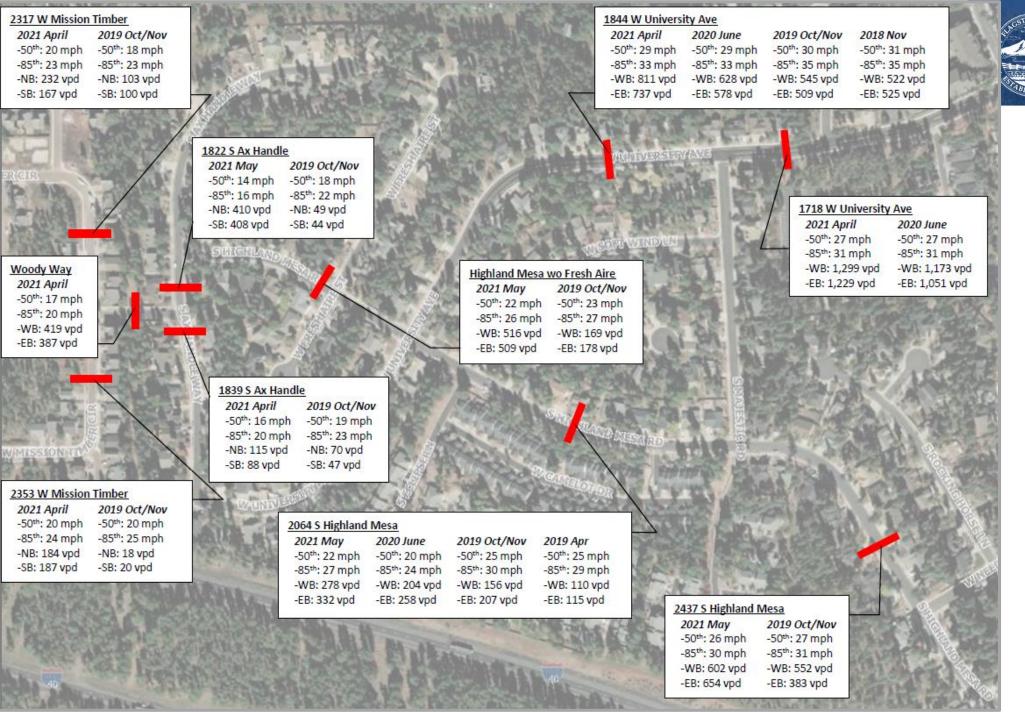
Gate Removed April 2020







- Committed to before and after traffic volume and speed studies
- Determine if there were any adverse impacts that warrant traffic calming
- Traffic counts before the gate removal were conducted in Fall 2019
- Planned to take after the gate was removed counts in Fall of 2020, but then had severe pandemic traffic impacts
- Transportation Commission decided to move forward with traffic calming mitigations along University due to high speeds







Current Pilot Projects





Current Pilot Projects







Current Pilot Projects



Radar Feedback Signs



ow Down Iway





- Radar feedback signs collecting data (stealth mode vs. 'On' mode)
- Setting tubes (within next 2 weeks)
 - X2 on University
 - 1 on Woody Way
- Looking for speed & volume decreases due to added temp traffic calming & radar feedback signs
- School (FUSD, NAU) in session

Upcoming Discussions w/ Transportation Commission

- Meeting to discuss new data and steps forward w/ Transportation Commission is scheduled for October 6th
- Woody Way Gate and the University Ave. Traffic Calming projects are ongoing with the Transportation Commission

DATE: April 15, 2021

TO: Mayor and Council

FROM: Jeff Bauman, City Traffic Engineer

SUBJECT: Woody Way Gate Between Boulder Pointe and Presidio – Gate Removed 4/13/2020

When Boulder Pointe was designed, platted and constructed, there was a short road connection called Woody Way built off the western end of the development for future access to the adjacent property. The adjacent property developed as Presidio in the Pines. In the early 2000's the Presidio's City Council approved development agreement with the original developer and based on neighborhood input specified that the gate across Woody Way would be removed at a specified time after project construction began. The main reason for the gate was to prevent heavy construction traffic from going through the Boulder Pointe neighborhood. Since the development activity stopped due to the Great Recession, the original developer filed bankruptcy and no longer exists, all of this made the original development agreement timing no longer applicable. When the project was resurrected by the current developer, the City agreed to leave the gate in place until after 90% of the homes in Presidio had been occupied. The total number of parcels in Presidio is 515. As of October of 2019, 488 building permits had been issued, making Presidio roughly 95% built out.

The Transportation Commission began developing a gate opening plan in December 2019. The Homeowners Associations of both Presidio and Boulder Pointe were both notified in February 2020 of the February Transportation Commission agenda item – Boulder Pointe – Presidio Gate. As a result of that discussion the Transportation Engineering Section committed to performing before and after traffic volume and speed studies to determine if there are any adverse impacts that warrant traffic calming as a result of the gate opening.

The City has an adopted method for determining if a residential neighborhood meets minimum requirements for consideration of traffic calming measures due to high speeds or volumes. The City, with Transportation Commission's concurrence, will move forward with the methods defined in the City of Flagstaff's Guidebook for Residential Traffic Management (GRTM) to determine if traffic calming is needed.

Traffic counts before the gate was removed were conducted in Fall 2019 and the City has comprehensive historical counts from Fall 2018.

The gate was removed on April 13, 2020 just after COVID-19 related shutdowns were becoming very widespread. The original plan was to conduct follow-up studies of speeds and volumes to identify significant changes as a result of the gate opening in Fall of 2020. During the Summer of 2020 a resident on University Avenue contacted the City claiming that speeds and volumes on University Avenue had doubled as a result of the gate opening. Summer 2020 is not considered a 'normal' traffic condition due to NAU and public schools being closed, in addition to our concerns of the unknown magnitude of pandemic impacts. But given the public concern the City went ahead and counted vehicles along University Avenue, the results were that traffic volumes had increased by approximately 10% and speeds were unchanged.

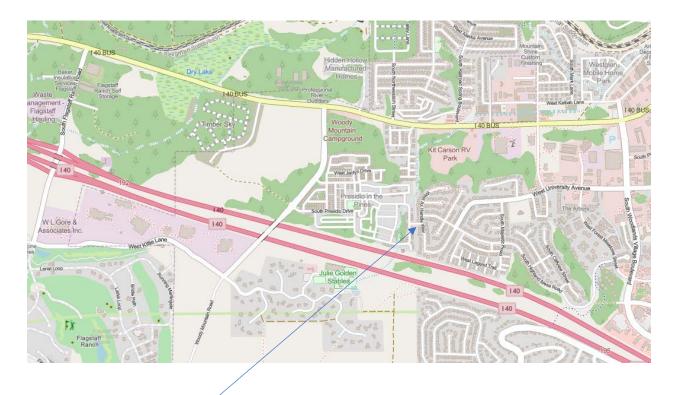
Staff presented this information to the Transportation Commission in September 2020 and the TC decided to separate the issues of (existing) speeding with potential cut-through traffic volumes related to the gate opening.

In December 2020 the Transportation Commission invited members of both Presidio and Boulder Pointe to discuss speed mitigation measures that could be implemented in the Spring of 2021 on a trial basis. Those temporary measures have been ordered and designed and will be installed with the warming weather in late April / early May. See the image below of the center island narrowing, not shown are Radar Speed Feedback signs.



Follow-up studies to determine their effectiveness of the temporary installations prior to final design and implementation of permanent calming devices will be conducted in Summer/Fall 2021.

The issue of changed traffic volumes is still somewhat uncertain given the open/closed status of government, business, and school facilities in the community. As conditions move to a more normal status Transportation Engineering will conduct follow up studies and conduct further discussions with the neighborhoods and the Transportation Commission. We anticipate this will be possible in Fall 2021.



Woody Way